

**Creation and Presentation FY21
Narrative Questions for Full Year applicants**

We are living and working amidst new levels of uncertainty these days, when the COVID-19 pandemic has destabilized many elements of our personal and professional lives. Given this, the Arts Board is continuing the Creation and Presentation Grant Program “as usual,” though with updated application narrative questions. Its purpose - to provide stabilizing operating funds - is particularly appropriate in this time when resiliency is key.

We recognize and deeply appreciate the critical role that artists and arts organizations have played within our communities during the early months of the pandemic, and the role that they will continue to play in Wisconsin’s reimagining and rebuilding process.

George Tzougros, Wisconsin Arts Board Executive Director
July, 2020

1. What Have You Done?

Briefly describe your organization in concrete terms:

- How many events do you “normally” produce/present each year – in pre-COVID-19 times (not including rentals)?
- Do you pay the vast majority of the artists who perform in your productions or whose work you exhibit?
- How many administrative staff people were on your payroll, pre-COVID-19 pandemic/February, 2020? How many administrative staff people do you have currently on your payroll?
- How many board/advisory committee members do you have and how often do they meet?
- Provide a brief overview of your **pre-COVID-19** work to date, over your three most recently completed fiscal years. Elements to consider including in your response:
 - Who was involved, what happened, and when and where activities took place;
 - New or expanded artistic activities that were developed since October, 2019;
 - Any arts education activities.
- Please summarize your administrative AND artistic work **since the COVID-19 pandemic/February, 2020**. (Note: If you have not produced/presented any artistic work within this timeframe due to the pandemic, please simply, unapologetically, and un-defensively note that.)

2. How Did You Do It?

Describe your organization’s strengths and weaknesses, as well as the opportunities and threats that have affected your organization.

Elements to consider including in your response:

- Identify the organizational strengths and assets that have made it possible for you to provide these programs and services over the past three years.
- Provide examples of particularly significant partnerships (artistic, business, etc.) that have had a strong impact on any aspect of your work;
- Identify the significant challenges that your organization faced over the past three years and how you have addressed them. How is your organization dealing with the significant challenges presented by the COVID-19 pandemic?

3. What Difference Did You Make?

Describe your organization's public value to your community members, and your efforts to broaden, deepen and/or diversify participation in your activities over the past three years. (see Glossary).

Elements to consider including in your response:

- The impact that your organization has on your community as a whole;
- How your organization communicates that impact back to the community, including local leaders, state legislators and congress people, and the Governor;
- A description of how your organization participates or provides leadership on the local, state, and regional levels.

For Mid-Size and Large Organizations:

- Specific examples of how your organization has been building participation in your activities by eliminating practical, perceptual, and experiential barriers (see Glossary) over the past three years.

4. How Did You Know?

Describe the ways in which your organization plans, and then evaluates, its work as an arts organization.

Elements to consider including in your response:

- A description of your organizational planning process;
- A short list of the evaluation methods/tools used during the past three years;
- Specific examples of how information from your evaluation work affected your programs and services, up to and including this COVID-19 pandemic time.

Additional Narrative Question for Mid-size/Large Budget Organizations

- How your community was involved in that planning process at any point.