



Culture Works Community Arts Grant Program

Grant Panelist Fact Sheet

Overview

Culture Works invites members of the community to apply to serve on the grant panel that reviews organizations' applications for Community Arts Grant funding from the Culture Works Campaign for the Arts, the united arts fund for the Dayton Region. Panelists are selected based on their knowledge of and experience in the arts, business and nonprofit management, and the community.

To serve on the Community Arts Grant Panel, candidates must:

- Be able to objectively review grant applications from Dayton Region arts organizations. (Panelists that serve on the board of an applicant organization will be asked to remove themselves from reviewing and discussing their grant application to avoid a conflict of interest.)
- Be able to conduct site visits (attend performances and exhibitions) of applicant organizations. Two complimentary tickets will be provided to each panelist for each site visit.
- Be able to attend a half-day public grant panel meeting in downtown Dayton in May and commit to the necessary preparation time (reviewing and scoring applications, preparing comments).

Grant Panelist Responsibilities

- Attend a panelist orientation that will include an overview of program goals, grant application review policies, review and scoring procedures, roles and responsibilities of panelists, the format of the panel meeting, and the award process. This orientation typically lasts one hour and takes place in early March.
- Read and score grant applications based on established criteria in advance of the public panel meeting in May. Panelists can expect to receive 11 applications, which take between 1-2 hours each to read and score. All grant applications and panelist review materials will be accessed online.
- Attend the half-day public panel meeting in May and participate in the discussions. Each panelist will serve as the Primary Reviewer (discussion leader) for up to three applications.
- Conduct site visits for applicant organizations. Complimentary admission will be provided.

Grant Panel Key Dates

- January 1 – May 23, 2019: Grant panelists conduct site visits to applicant organizations

- Early March 2019: Grant panelists attend orientation
- April 19, 2019: Grant applications available for panelists to begin review
- May 30, 2019: Grant Panel Meeting—Schuster Center Donor’s Lounge, 8:00am to 1:00pm (tentative)

Grant Panel Benefits

- Become engaged in making important decisions regarding financial support of the arts in the Dayton Region.
- Learn about arts and community-based organizations throughout the region.
- Network with fellow panelists, all of whom share an interest in the arts.
- Gain a better understanding of successful grant writing.

Becoming a Grant Panelist

If you are interested in serving as a grant panelist, please fill out the [Grant Panelist Self-Nomination Form](#) and return it to Culture Works via email, mail, or fax.

If you would like to nominate someone you know to serve on a panel, complete and return the [Panelist Nomination Form](#).

Culture Works uses this information to determine prospective panelists’ knowledge and experience in the arts, in management, and in the community, and to ensure diversity on each panel. Not all nominees can be selected to serve on the current year’s panel, but Culture Works retains all submissions for consideration for future panels. For more information, please contact the Culture Works office at 937-222-2787.

Culture Works

110 North Main Street, Suite 165
Dayton, OH 45402

Office: 937-222-2787

Fax: 937-222-2786

<mailto:staff@cultureworks.org>