Good to Great 2.0 FY2023

Connecticut Humanities

Grant Eligibility

Stop! Before filling out the application, please be sure to review the following:

The Good to Great 2.0 grant program, funded through Public Act 14-98, is for nonprofit arts, cultural, and historic organizations that connect art, history, and tourism to enhance visitors' experience of an arts/cultural venue and/or historic site (i.e., museums, historic houses, historical societies, arts organizations, cultural centers, and other types of organizations that offer activities such as exhibitions, performances, arts classes, public programs, or walking tours to the general public).

Eligible applicants must be 501(c)(3) organizations that own or operate an arts/cultural venue or historic site in Connecticut and that promote the art, culture and/or history of the state. While organizations of all sizes are eligible, we particularly encourage small to medium-sized organizations with an operating budget of under $500,000 to apply for these funds, as a portion of total allocated funds will be reserved for this constituency.

Competitive applications will not only look beyond basic facilities repair, rehabilitation, or expansion but also towards new means of sharing and telling the stories of our state's rich history and culture in engaging, meaningful, and relevant ways. Funding will be prioritized for projects that demonstrate a clear vision of how individual sites and organizations can effectively tie together local, regional, or statewide cultural assets in ways that demonstrate measurable movement from "good" to "great".

Applications will be accepted through 11:59pm on March 3, 2023.

Award notifications are expected to be made the week of June 12, 2023.

Visit the CT Humanities website for more information about the Good to Great 2.0 program.

Questions? Need help with completing any aspect of this application?
Email grants@cthumanities.org for assistance.

Previous Grants

Has your organization ever applied for a CT Cultural Fund Operating Support Grant from CTH?*

Organizations that have applied for a CT Cultural Fund Operating Support Grant will have a more streamlined application for Good to Great 2.0.

A previous application for the CT Cultural Fund Operating Support Grant does not impact your eligibility for Good to Great 2.0.

For more information about the CT Cultural Fund Operating Support Grant, visit: https://cthumanities.org/ct-cultural-fund-operating-support-grants/

Choices
Yes
No

All 501(c)(3) Organizations

Certificate of Legal Existence/Good Standing*

Is your organization registered with the Connecticut Secretary of State's Office to do business in the State of Connecticut and is it in Good Standing (able to obtain a current Certificate of Legal Existence/Good Standing)?

Choices
Yes
No

Enter your organization's Unique Entity Identifier (UEI)*

As of April 4, 2022, the federal government has transitioned from using DUNS numbers to UEIs. UEIs are alphanumeric identifiers.

To register for a UEI or search for your UEI, visit: SAM.gov | Duns - Sam UEI

Note: Obtaining a SAM-UEI number is free and does NOT require a full SAM.gov registration.

For more information about UEIs, visit: https://portal.ct.gov/DECD/Content/Arts-and-Culture/Funding_Opportunities/What-is-SAM---Unique-Entity-Identifier-UEI

If you are unable to obtain your UEI before the grant application deadline, please enter your UEI as xxxxxxxxxxxx for now. When you receive your UEI, please email it to Lian Partridge at lpartridge@cthumanities.org.

Character Limit: 12

501(c)(3) Organizations - No Prior CT Cultural Fund Operating Support Grant

CT Business ID Number*

Enter your organization's Business ID number issued by the Connecticut Secretary of State's Office.

You can look up your Business ID number by clicking HERE.

Character Limit: 7

Note: This question is only visible to organizations that selected that they have never applied for a CT Cultural Fund Operating Support Grant

Organizational Information

Describe Your Organization*

Briefly describe your organization and the work that you do.

Character Limit: 1000

Note: Organizations that applied for a CT Cultural Fund Operating Support Grant may not see these questions unless they select they need to update this information.

What is your organization's mission statement?*

Character Limit: 1000

How do your exhibitions, programs, and activities support your organization's mission statement?*

Character Limit: 500

Please provide addresses for any social media sites for your organization, if available.

Facebook

Character Limit: 2000

Twitter

Character Limit: 2000

Instagram

Character Limit: 2000

YouTube

Character Limit: 2000

Other

Character Limit: 2000

Organization Profiles Updated?*

"I have reviewed and updated my Organization's profile information."

(To review and update your Organization profile, click on the black pencil icon in the Contact Info tab on the far right above.)

Choices

Yes

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Prior Funding

Have you received more than $30,000 in Legislative Line Items or Bond Funds?*

Only select "yes" if you have received more than $30,000 in Legislative Line Items in the State budget or in bond funds from the State.

Note: This question does not refer to grant support from CT Office of the Arts or CT Humanities.

Choices

Yes
No

Bond Funds Received in the Last 6 Years*

If you have received bond funds in the last 6 years, please indicate the amount you have received in bond funds.

If you have not received bond funds in the last 6 years, please enter "0" here.

Character Limit: 20

Have you ever received Historic Restoration Funds for this property?*

Historic Restoration Funds (HRFs) are funds from the State Historic Preservation Office.

Choices
Yes
No

HRFs   NOTE: These questions are only visible to organizations that select "yes" above.

What year did you receive Historic Restoration Funds?*

Character Limit: 4

How much did you receive through Historic Restoration Funds?*

Character Limit: 20

Operational Budget - Current Fiscal Year

In this section, we are interested in your financial data for your current fiscal year.

(Please note that organizations that have not previously applied for a CT Cultural Fund Operating Support Grant will also be required to provide financial data for their two most recently completed fiscal years in the next section.)

Acceptable uploads for financial data for your current fiscal year could include a board-approved budget document or any other document that shows your organization's expected expenses and sources of revenue.

Fiscal Year Start Date*

Please enter the date that your fiscal year starts, i.e., January 1, July 1, or Sept 1, etc.

Character Limit: 12

Fiscal Year End Date*

Please enter the date that your fiscal year starts, i.e., January 1, July 1, or Sept 1, etc.

Character Limit: 12

Current Annual Operating Revenue and Expenses*

Please upload a financial document that details your organization's expected Annual Operating Revenues and Expenses for your current fiscal year.

File Size Limit: 2 MB

Total Operating Income, Current Fiscal Year*
Character Limit: 20

Total Operating Expenses, Current Fiscal Year*
Character Limit: 20

Additional Information (Optional)
Use this text box to share any additional information/comments regarding your organization's budget/financials.

Character Limit: 1500

Note: the following section is only visible to orgs that have not applied for the CT Cultural Fund Operating Support Grant previously

Operational Budget - Two Previous Fiscal Years

In this section, we are interested in your financial data for your two most recently completed fiscal years.

Acceptable uploads for financial data from completed fiscal years could include audited financial statements, profit/loss statements, budgets with actuals, or any other document that shows your organization's actual expenses and sources of revenue. **Note:** 990s are not an acceptable file format for organizational fiscal year data.

Previous Fiscal Year Operating Revenue and Expenses*
Please upload a financial document that details your organization's Annual Operating Revenues and Expenses for your most recently completed fiscal year.

File Size Limit: 2 MB

Total Operating Income, Previous Fiscal Year*
Character Limit: 20

Total Operating Expenses, Previous Fiscal Year*
Character Limit: 20

Operating Revenue & Expenses from Two Years Ago*
Please upload a financial document that details your organization's Annual Operating Revenues and Expenses from two years ago.

File Size Limit: 2 MB

Total Operating Income, Two Years Ago*
Character Limit: 20

Total Operating Expenses, Two Years Ago*
Character Limit: 20

Facilities

List of Facilities*
For each facility owned and/or maintained by your organization, provide the following information:

- Name of facility
- Facility address
- Size of facility
- Year of construction
- Historic purpose of facility
- Current purpose of facility

Character Limit: 5000

The following questions refer to the property or properties that are a part of your Good to Great 2.0 proposal.

Does your organization own the property/properties involved in this proposal?*
Choices
Yes
No
N/A
Not sure

Long Term Lease
If you have a long term lease for the property/properties, please upload the long term lease here. If you have multiple documents, please combine them into one file and upload them here.

File Size Limit: 3 MB

If you have a long term lease, how many years is your lease for?
Character Limit: 10

State or National Register of Historic Places*
Is your building on the State or National Register of Historic Places (listed individually or in a district)?

Choices
Yes
No

Not sure

Long-Term Preservation of Historic Resources*

If you answered YES to the question above about your organization's building's listing on the CT State or National Register for Historic Places, describe how this project will contribute to the long-term preservation of the building(s).

If your project does not involve historic resources or if you are unsure, write "N/A."

Character Limit: 2000

Do you have a preservation plan for the historic site or property/ies?*

Choices

Yes

No

Not sure

Conditions Assessment*

Do you have a conditions assessment and/or survey of the property/ies done by a qualified professional?

Choices

Yes

No

Not sure

Please submit at least two photos of the building(s) or property/properties that are involved in your project. Include relevant areas of the site that will be impacted by your Good to Great 2.0 project.

If your project includes an alteration to a historic resource, you are required to submit five (5) photographs of the building(s).

Photo 1*

File Size Limit: 2 MB

Photo 2*

File Size Limit: 2 MB

Photo 3

File Size Limit: 2 MB

Photo 4

File Size Limit: 2 MB

Photo 5
File Size Limit: 2 MB

Project Narrative

Project Name*
Please assign a title for your funding request for our granting system and to be used publicly if funded.

Character Limit: 100

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If funded, would your project be ready to begin by July 1, 2023?*
Choices
Yes
No

If you answered NO above, when will your project be ready to commence?
Character Limit: 10

Project Summary*
Please describe your project and its major components in 2-3 sentences.

Note: This description will be used both internally to reference the project for which you are seeking funding support, and, if funded, externally to describe your grant to the public on the web and in press releases.

Character Limit: 500

Project Description & Background*
Please describe your project using enough detail so that reviewers who are unfamiliar with your organization can understand the full scope, background and importance of the work that you propose to undertake.

Why are you proposing this project at this point in time? How do you know that this project is a logical step for your organization to make to fulfill its short and longer term goals and priorities? What was used to determine this work is necessary (reference conditions

assessment, structural analysis, contractor's expertise, or other observations)?

Please ensure that the description of the activities included in your project is reflected in the costs you identify in your project budget later in this application.

Character Limit: 10000

Project Case Statement*
Why should this project receive funding through Good to Great 2.0? How will this project help your organization go from "good" to "great"?

Character Limit: 4000

Does your organization have a strategic plan?*
Choices
Yes
No

What year was your strategic plan adopted?*
If your organization does not have a strategic plan, type "0."

Character Limit: 4

How does this project connect to and further your organization's strategic plan?*
Character Limit: 1000

Audience & Visitor Experience*
Define who your current audiences are and describe how you know who your current audiences are (e.g., do you collect audience intercept information?).

How will this project improve and enhance the visitor experience at your site?

If relevant, how will this project help you to attract and serve potential new audiences?

Character Limit: 2000

How do you market and publicize your organization to visitors?*
Character Limit: 3500

Will this project change the way you market and publicize your organization to visitors?*
Please explain your response.

Character Limit: 3500

Project Team*
Please list all major participants in this project, including the project manager, staff, contractors, board, etc.; indicate if they will be paid with Good to Great 2.0 grant funding (please note that Good to Great 2.0 grant funds **cannot** be used to pay salaries); and list their

major project responsibilities and qualifications.

Please use the following format for each project team member:

Name
Title
Organization
Paid with grant funds?
Major Responsibilities
Qualifications/Level of Experience

Character Limit: 10000

Schedule*

Describe the major tasks to complete the project, specific dates for both the beginning and completion, the team member(s) responsible for each, materials that will be used, and the step-by-step list of work included.

Include ONLY tasks during the requested grant period (July 2023 - June 2025).

Please use the following format:

1 Start & End Date; Task; Team Member(s); Materials
    -Step-by-step list of work included
2 Start & End Date; Task; Team Member(s); Materials
    -Step-by-step list of work included

etc.

Character Limit: 5000

Project Budget

Grant Request*

Indicate the amount of your grant request. Grant requests must range between $25,000 - $500,000.

Requests under $50,000 do not require matching funds.
Requests between $50,000 - $500,000 require a minimum 20% cash match.

Character Limit: 20

The following questions ask how much of your grant request you are requesting in the following categories:

- Land Costs and Acquisition

- Research and Development

- Architectural and Engineering Plans and Expenses

- Construction - Materials

- Construction - Labor

- Capital Equipment Rental/Purchase

- Administrative Expenses and Fees

- Contingency

- Other Costs

If you are not requesting grant funds in any of these categories, enter $0 for that category. For all categories where you are requesting grant funds, please provide line items for each expense you are requesting funds for in that category.

The total of all funds requested in each category should be equal to the amount you entered into the Grant Request above.

Land Costs and Acquisition*
How much of your Good to Great 2.0 grant request will be spent on land costs and acquisition for this project? Land costs could include appraisal fees, site improvements, etc.

Character Limit: 20

Land Costs and Acquisition - Line Items
Please describe each land/acquisition cost in its own line. The lines in this section should add up to the total amount you are requesting for Land Costs and Acquisition.

For example:
$500,000 - Site acquisition
$12,000 - Appraisal fees
$15,000 - Site improvements
$5,000 - Water/utility hookups

Character Limit: 2000

Research and Development*
How much of your Good to Great 2.0 grant request will be spent on research and development for this project?

Character Limit: 20

Research and Development - Line Items

Please describe each research and development cost in its own line. The lines in this section should add up to the total amount you are requesting for Research and Development.

For example:
$10,000 - Research for exhibit
$5,000 - Research in land deeds
$5,000 - Research on prior history of the historic site

Character Limit: 2000

Architectural and Engineering Plans and Expenses*

How much of your Good to Great 2.0 grant request will be spent on architectural and engineering plans and expenses for this project?

Character Limit: 20

Architectural and Engineering Plans and Expenses - Line Items

Please describe each architectural and engineering plans and expenses cost in its own line. The lines in this section should add up to the total amount you are requesting for Architectural and Engineering Plans and Expenses.

For example:
$15,000 - Design consultant
$10,000 - Engineer
$5,000 - Environmental survey
$2,000 - Architectural drawings
$5,000 - Exhibit design

Character Limit: 2000

Construction Costs - Materials*

How much of your Good to Great 2.0 grant request will be spent on materials for construction costs for this project?

Character Limit: 20

Construction Costs - Materials - Line Items

Please describe each materials cost in its own line. The lines in this section should add up to the total amount you are requesting for Construction Costs - Materials.

For example:
$20,000 - Lumber

Character Limit: 2000

Construction Costs - Labor*

How much of your Good to Great 2.0 grant request will be spent on labor for construction for this project?

Character Limit: 20

Construction Costs - Labor - Line Items

Please describe each construction labor cost in its own line. The lines in this section should add up to the total amount you are requesting for Construction Costs - Labor.

For example:
$250,000 - Construction crew
$50,000 - Demolition

Character Limit: 2000

Capital Equipment Purchase/Rental*

How much of your Good to Great 2.0 grant request will be spent on capital equipment purchase/rental for this project? Capital equipment are items with useful life of more than one year.

Character Limit: 20

Capital Equipment Purchase/Rental - Line Items

Please describe each capital equipment cost in its own line. The lines in this section should add up to the total amount you are requesting for Capital Equipment Purchase/Rental.

For example:
$5,000 - Machinery rental

Character Limit: 2000

Administrative Expenses and Fees*

How much of your Good to Great 2.0 grant request will be spent on administrative expenses and fees for this project? Please note that grant funds cannot be used to compensate your organization's staff.

Character Limit: 20

Administrative Expenses and Fees - Line Items

Please describe each administrative cost in its own line. The lines in this section should add up to the total amount you are requesting for Administrative Expenses and Fees.

For example:
$20,000 - Legal fees

Character Limit: 2000

Construction Costs - 15% Contingency Costs*

How much of your Good to Great 2.0 grant request will be spent on contingency costs for this project?

You may request up to 15% of the total costs for this project. For example, if you are requesting $50,000 in the above budget categories for this project, you may request up to $7,500 in contingency costs for construction.

Character Limit: 20

Other Costs*

How much of your Good to Great 2.0 grant request will be spent on expenses not already included in the budget category fields above?

Please be sure to review the Good to Great 2.0 grant guidelines for a list of eligible expenses and funding exclusions.

Character Limit: 20

Other - Line Items

Please describe each cost in its own line. The lines in this section should add up to the total amount you are requesting for Other Costs.

Character Limit: 2000

Cash Match

Note: This question is only visible to orgs that indicated their grant request is >$50,000

Cash Match*

Is your minimum 20% cash match in hand at the time of application?

Choices

Yes
No

Note: This question is only visible to orgs that selected "yes" above

Cash Match - In Hand

Sources of Cash Match*

Please list each source of non-state funds you will use to satisfy the required cash match for your project, the amount of funds from each source, and the date the funds were received.

Please use the following format:

Name of source of funds
Award Amount
Award Date

Character Limit: 500

Cash Match - Not In Hand

Note: This question is only visible to orgs that selected "no" above

When do you expect to have the minimum 20% cash match in hand?*

Character Limit: 10

Plan for Fulfilling Match*

Please articulate your plan for generating the required percentage of cash match. Include the names of funding sources, the requested amounts of funding, and anticipated award dates.

For grants that you are applying for, please use the following format:

Grant/Name of Grantor
Requested Grant Amount
Anticipated Award Date

Character Limit: 2000

Contingency Plan for Grants

If you do not receive grants for which you have applied, how will you generate the required percentage of cash match?

Character Limit: 500

Visitation - No Prior CT Cultural Fund Operating Support Grant

For the following in-person visitation questions, visitation can include:

- General/everyday admissions
- Program attendees
- Special event attendees
- Performing arts audiences
- PreK-12 school program attendees
- And anyone else who visited/participated in person

Note: These questions are only visible to orgs that have not previously applied for a CT Cultural Fund Operating Support Grant

2019 In-Person Visitation*

How many visitors visited your organization in 2019 in person?

Character Limit: 10

2021 In-Person Visitation*

How many visitors visited your organization in 2021 in person?

Character Limit: 10

2021 Virtual Engagement*

How many people participated in your virtual programs in 2021? (We realize this may be an estimate. Please count a single video view as one participant. Do not include programs for PreK-12 in this question.)

If you do not track this information, write "Unknown."

Character Limit: 20

Staffing Information

How many paid full-time employees does your organization currently employ?*

Character Limit: 100

How many paid part-time employees does your organization currently employ?*

Character Limit: 100

Staffing Information - No Prior CT Cultural Fund Operating Support Grant

Note: This question is only visible to orgs that did not previously apply for a CT Cultural Fund Operating Support Grant

How many paid independent contractors did your organization employ in 2021?*

A "contractor" is anyone you hire to help your organization achieve its mission who is not salaried, whether they are hired long- or short-term. Contractors could include musicians, curators, social media managers, etc. Do not include contractors whose work does not directly support your mission, such as electricians or your auditor.

Character Limit: 100

Board & By-Laws

Does your organization have an independent governing/advisory board (aka Board of Directors)?*

Choices
Yes
No

How often does your governing/advisory board meet annually?*

Character Limit: 250

Governing/Advisory Board*

Upload a list of the individuals who serve on your board. Please include first & last name and town/city of residency.

If you do not have a governing/advisory board, please upload a blank document.

File Size Limit: 2 MB

Can your organization provide its most recent by-laws if requested?*
Choices
Yes
No

What year is the most recent version of your organization's by-laws?*
Character Limit: 4

Capital Projects

Has your organization previously completed a capital improvement project?*
Choices
Yes
No

Previous Capital Projects   Note: This question is only visible if you selected "yes" above

Describe Your Most Recently Completed Capital Project*
Please give a brief description of significant (greater than $20,000) capital projects completed in the past ten years. Please include a short description of the project, the cost, the dates the project started and ended, and the sources of funding.

Character Limit: 2000

Applicant Information

Executive Director/CEO First Name*
Character Limit: 100

Executive Director/CEO Last Name*
Character Limit: 100

Executive Director/CEO Phone Number*

Please use the following format:
000-000-0000

Character Limit: 250

Executive Director/CEO Email Address*

Character Limit: 250

All notices and information regarding this application will be sent by email ONLY to the contact person identified below.

Project Director First Name*

Character Limit: 100

Project Director Last Name*

Character Limit: 100

Project Director Title

Character Limit: 100

Project Director Phone Number*

Please use the following format:
000-000-0000

Character Limit: 250

Project Director Email Address*

Character Limit: 250

Does your organization have a profile on CTvisit.com?*

Please note that all organizations will be required to create a profile on CTvisit.com.

If your organization does not have a profile, please visit this website for more information on how to create a CTvisit.com profile: https://portal.ct.gov/DECD/Services/Tourism/Support-for-Your-Business/Get-a-Free-Listing-on-CTvisit

Choices

Yes
No

Application Certification*

"I declare that I have examined the information contained in the application and accompanying documents and, to the best of my knowledge and belief, they are true, correct and complete.

I have read and understand the program details on CT Humanities' website relating to this application.

My organization values and promotes inclusion, diversity, equity, and access in our workplace, on our board, with our partners, and through our activities.

I am aware that the submission of any false information/statement or omission of any pertinent information resulting in the false representation of a material fact in this application and related materials is punishable as a Class A Misdemeanor under Connecticut General Statutes 53a-157b."

Choices
By checking this box, I certify that I have read and understood the above statement

Certified By*
Name and Title

Character Limit: 250

CT Humanities Grants E-newsletter Opt-in
By checking the box below you (the applicant) are opting in to receive periodic e-news related to our granting program. Other members of your organization may subscribe here.

Your answer to this question will not affect the application review process.

If you choose not to receive our grants e-newsletter, you will still receive communication from us about your grant application and occasional grant-related announcements.

Choices
Yes