

City of El Segundo
Arts and Culture Advisory Committee (ACC)
Grant Funding Application Procedures & Requirements

The Arts and Culture Advisory Committee (ACC) has established a grant opportunity for organizations to offer art and/or cultural events to benefit the El Segundo community. Grants may be awarded in the amount of up to \$6,000. No applicant may seek funding for more than one event per 12 month period.

GRANT APPLICATION REQUIREMENTS

1. The applicant must prove that the event or activity benefits the El Segundo community by providing educational content or furthering cultural and/or historical understanding.
2. The applicant is a local non-profit(501(c)(3)or local community organization.
 - A. A 501(c)(3) organization is a non-profit corporation formed to carry out a charitable, religious, literary, educational or scientific purpose that is recognized by the Internal Revenue Service as tax exempt.
 - B. A community organization is defined for this purpose as: means a public or private nonprofit organization of demonstrated effectiveness that is representative of a community or significant segments of a community and provides educational, physical, or mental health, recreational, arts, and other youth development or related services to individuals in the community.
3. The organization must submit an application and all required materials to the Cultural Arts Coordinator four months prior to the first day of the month in which the event occurs, to allow time for review and for funds to be distributed. Events that apply under this timeframe may not eligible for funding.
4. The ACC funding must be acknowledged in all event marketing materials and at the site of the event, using one of the following:
“Funded in Part by the City of El Segundo Cultural Development Program” or
“Funded by the City of El Segundo Cultural Development Program.”
5. After the event occurs, the Grantee will be required to present a final accounting to the Cultural Arts Coordinator with a detailed summary report including
 - A. A complete list of revenues and expenses, including additional sponsorships or donations received and net profit of event
 - B. Approximate attendance at the event
 - C. A written statement about how the event benefited the El Segundo community
 - D. If the event is planned to be a re-occurring Annual event

Although not required, the applicant may request to make a presentation regarding the grant application to the Arts and Culture Advisory Committee (ACC) at a regularly scheduled public meeting. This presentation needs to be scheduled at least three months prior to the first day of the month in which the event occurs and needs to be requested in

writing to the Cultural Arts Coordinator. Meetings are held the fourth Tuesday of each month at 5:30 pm.

Supporting documentation such as website address, videos, or printed or digital materials, may also be included with the application but are not required.

REVIEW PROCESS

1. The application will be reviewed by City of El Segundo staff including the Arts and Cultural Coordinator and the Director of Recreation, Parks and Library who will complete a Scorecard for ACC review at a scheduled meeting.*
2. If the item is recommended by the ACC for approval, funds will be issued in accordance to established policy and procedure. Please note that funding may take up to 30 days from approval to process and additional documentation may be required (Proof of insurance, IRS determination letter, etc)
3. If the grant application is not recommended for approval, the applicant will be notified in writing.

**The Director of Recreation, Parks and Library may seek the approval of the City Council if he/she deems it appropriate.*

Arts and Culture Community Grant Application

Please submit to the Director of Recreation, Parks and Library at amancini@elsegundo.org or by mail to:

Applicant Organization Information:

Name Black in Mayberry

Address 836 Eucalyptus Drive, El Segundo, CA 90245

Phone: 310-293-8010 Website: www.blackinmayberry.org

Social Media: @blackinmayberry

Non-Profit or EIN #: 88-0890327

Individual submitting the application:

Name Tanya Taylor

Email tanya@blackinmayberry.org Phone 310-293-8010

Role within the Organization: Executive Director

Will the event organizers be seeking additional funding or donations from other entities?

If yes, please list possible sponsors or donors:

Chevron, Lakers, Kinecta, West Basin Water (potential NOT confirmed sponsors)

Is this a fundraising event for the organization? Yes ___ No

Event Information:

Event Title Juneteenth Festival 2025

Date 06/21/2025 Location Recreation Park, El Segundo

Starting Time (including set-up) 7AM

Duration (including break-down) 13 hours

Marketing Plan Social Media and print flyers, banners and yard signs

Anticipated Attendance 1000

Target Audience South Bay community

Please submit the following together with this application:

1. The proposed event budget including all estimated expenses and any funding or revenue that has been received or is anticipated.
2. Proof of nonprofit status or a description of the community organization.
4. Proof of Insurance
5. A Current Board Roster
3. A description of the event (no more than one page in length), indicating:
 - a. A brief outline of activities at the event
 - a. How the event benefits the community of El Segundo
 - b. How the event provides educational content or furthers cultural and/or historical understanding.