



PROGRAM GUIDELINES

Estamos aceptando solicitudes para el LA Arts Community Fire Relief Fund (Fondo de Ayuda por los Incendios de la Comunidad Artística de Los Ángeles). Solo se aceptarán solicitudes en inglés y la fecha límite para presentarlas es el martes 18 de febrero de 2025 a las 5:00 p.m., hora del Pacífico. Visite www.cciarts.org/relief.html para consultar las pautas del programa del fondo, la vista previa de la solicitud y las preguntas frecuentes. Para quienes hablan español, contratamos a la empresa independiente Eriksen Translations para que brinde asistencia para la interpretación y traducción. Comuníquese con ellos al [el número de teléfono se proporcionará el 27 de enero o antes] durante su horario de oficina, de lunes a viernes de 12 p.m. a las 5 p.m. PST entre el lunes 27 de enero y el lunes 17 de febrero de 2025.

BACKGROUND

The **LA Arts Community Fire Relief Fund** (the “Fund”) is a pooled fund led by the **J. Paul Getty Trust** with support from a coalition of major arts organizations and philanthropists. Please visit [Getty’s website](#) for an expanding list of supporters. The Fund responds to the devastating Palisades and Eaton fires that began on January 7, 2025, and the ensuing financial needs of individuals that have resulted from this federally recognized “qualified disaster.” The Fund is for the benefit of Los Angeles County’s artists and arts workers in all disciplines impacted by the unprecedented wildfire crisis.

ABOUT THIS PROGRAM

Center for Cultural Innovation (CCI) has been entrusted to implement an open application process to distribute a meaningful portion of the amount raised to meet emergency needs in the arts community. CCI is a 501(c)(3) public charity and trusted intermediary focused on the economic security of people in the arts. The application was designed to be sensitive to the trauma of losing homes, art studios, and possessions, and tailored to identify eligible applicants who contribute so much to the social and artistic fabric of all of our lives. CCI’s application process screens for this population, asks simple questions to gauge the level of impact the fire has had on applicants, and gathers stories and information about meeting urgent needs and the potential to rebuild lives locally.

This financial support is meant for artists and arts workers at Los Angeles County arts institutions of all disciplines. Some contributors to the Fund designated funding specifically to support the visual arts, so some of the relief distributed through this program is allocated for visual artists and workers of visual arts institutions. LA County has one of the country's highest



concentrations of visual artists, making this specification an opportunity to serve this vibrant population. Be assured, though, that artists and art workers in **all** disciplines can apply – much of this initial financial support is open to any eligible individual.

Applicants must be current, full-time residents of Los Angeles County as of January 7, 2025. Applicants will be asked to describe their financial needs resulting from the fires, and we ask that you only apply if the fires have caused you significant financial hardship. We ask for your consideration because we want to preserve as much of the funding as possible for those with low and middle incomes, lack of intergenerational wealth, or the combined impact of losing both their residences and places of livelihood. To that end, this relief program will prioritize the financial needs of individuals who have lost their homes (owned or rented) and/or their artmaking studios. Another priority consideration is if their loss is not covered or reimbursable by commercial property, homeowners, or renters insurance. Eligibility is for those directly impacted by the Palisades and Eaton fires, with priority consideration for those impacted by the Eaton fire with its lower-income population.

Individuals may apply only once for up to \$10,000. Funds are unrestricted and can be used in any way that alleviates financial hardship. Moreover, as a federally qualified disaster under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, financial support is not counted as taxable income.

It is possible that the number of applications and requests may exceed CCI’s allocation of the Fund. In that case, the actual amounts provided may be less than the maximum or requested amounts in order to support as many requests as possible. In addition, not everyone may receive funding. However, if you reflect the priority considerations and are experiencing financial hardship to secure housing and essentials, we encourage you to apply. The application is deliberately simple to encourage requests for support. We also encourage artists and arts workers who are of low incomes, of historically underserved populations, and those with disabilities to apply.

ELIGIBILITY

To be considered for funding, applicants:

- Must be a current, full-time resident of Los Angeles County as of January 7, 2025;
- Must be 18 years or older;
- Must be affected by the Eaton or Palisades fires in terms of loss, severe damage, or lack of access to one’s home, artmaking studio, or both (See [FAQs](#) for more details about eligible “artmaking studios”);



- Must be an individual working artist and/or a full-time, part-time, or contract arts worker at an LA County arts organization (See [FAQs](#) for more details about eligible artists and arts organizations);
- Must submit a complete application;
- Can only apply once; and
- Cannot have a conflict of interest (i.e., family or financial relationships) with board members, staff, or other agents of CCI. Only CCI staff or CCI-contracted expert consultants, if necessary, will know the identities of the applicants to and beneficiaries of the Fund, and the selection process will be based on meeting priority considerations primarily designed to reflect need (and randomized if necessary due to demand). Eligible affected artists and arts workers of all LA County arts institutions will be eligible to apply.

TIMELINE

- Monday, January 20, 2025, at 9:00 a.m. PST: Application Opens
- Tuesday, February 18, 2025, at 5:00 p.m. PST: Application Deadline
- Monday, February 24, 2025, by 12:00 p.m. PST: Notifications Anticipated

PREPARING YOUR APPLICATION

CCI will accept applications from Monday, January 20, at 9:00 a.m. PST to Tuesday, February 18, 2025, at 5:00 p.m. PST. We encourage you to review the [Application Preview](#) for detailed information about the application, such as word limits, response options, narrative and demographic questions, and accepted file formats. We anticipate it will take 20 minutes to review the guidelines and 45 minutes to complete the application. Having your uploadable proof of residence and proof(s) of role in the arts and culture sector will make the application faster to complete.

The following is an overview of the items you must respond to and prepare.

- **Applicant Eligibility:** This section will include questions that screen for Fund eligibility.
- **Legal Name & Proof of Residence:** Applicants are required to upload documentation showing their name and address as they are listed in the application. Documentation of one's home address must match the address entered in the application. Any one of the following forms of documentation will be accepted:
 - Most recent utility bill (dated between November 2024 and January 2025)
 - Current (i.e., unexpired) driver's license or State-issued identification card
 - Current (i.e., unexpired) rental or lease agreement (lease agreements must have been entered into on or before January 7, 2025)



- Current bank or mortgage statement (dated between November 2024 and January 2025)
- Current health insurance statement or medical bill (dated between November 2024 and January 2025)
- Current statement of government benefits, such as SSI, SSDI, SNAP, etc. (dated between November 2024 and January 2025)
- Current (i.e., unexpired) home or renters insurance policy, or other similar materials
- **Funding Requested:** Applicants will be asked to select their requested funding amount from a drop-down menu of options, up to \$10,000.
- **Fire-Damaged Home, Rental, or Studio:** Applicants will provide the address for their affected residence, artmaking studio, or both. Priority consideration is given to those who entirely lost their primary place of residence, whether as a homeowner or renter, and this address should be the same as the address listed on the proof-of-residence documentation. Applicants will also be able to provide addresses for other lost or damaged structures that were used for an income-generating artistic practice—such as a backyard art studio or a commercial art space. We may verify damage using the LA County Recovery website, <https://recovery.lacounty.gov>.
- **Temporary Location:** We understand that the fire has displaced thousands of people and seek to understand the best way to reach applicants at this moment. We will ask you to list where you may be staying (with family, with friends, a hotel or Airbnb, car, second home, rental, etc.) and how long you anticipate being there. This information helps us understand how far applicants have had to temporarily relocate.
- **Displacement Cause:** Applicants will be asked if their displacement is due to losing their primary residence or rental because it is destroyed; damaged by light fire, soot, or water but repairable; or in a mandatory evacuation zone. All are eligible, with priority for those with total loss of primary residence and artmaking studios.
- **Insurance Coverage:** Applicants will be asked whether or not they have insurance that will help and what kind of policy they have (e.g., commercial property, homeowners, or renters insurance). We will ask whether or not this may be sufficient to rebuild in your current location and, if not, what your plan might be. Applicants who do not have insurance will be among the factors that determine funding. However, whether or not the insurance amount is enough to rebuild or recover will not be a factor. We recognize that even if applicants may be receiving enough insurance monies, people may be cash-strapped and uncertain about the extent of damages at this time.
- **Proof of Role in Arts & Culture Sector:**
 - **For Artists:** You must enter at least one direct URL to your website or another where you and your artistic work are prominently featured. You can also link to



media coverage, databases like IMDb, or social media sites such as YouTube, Soundcloud, Instagram, and Facebook, to name a few. Again, the URL must link directly to where your work is featured (submitting, for example, instagram.com, will not be accepted). We are requesting this information as proof of having a public-facing artistic, creative, or cultural practice and to demonstrate that you meet the definitions of an artist (see [FAQs](#) for more details).

- **Optional Support Material:** IF you are unable to link to an online site or if your public artistic contributions are not easily recognizable in the URL(s) you provided, you may upload a single attachment that demonstrates your public-facing artistic practice, such as a photo of a public performance, news article, or marketing material, which further helps us understand your societal contributions.
- **For Workers:** Personnel who are employed part- or full-time or contracted to work at arts institutions or individual artists' studios—of all disciplines—in Los Angeles County as of January 7, 2025, are eligible to apply. Arts workers will be given equal weight as artists. Blue-collar personnel, such as security officers, food service staff, janitorial staff, groundskeepers, facilities and logistics, maintenance, retail, visitor services, front of house/ushers, and membership, are strongly encouraged to apply. You must provide the name of your employer, the name of the arts institution if contracted by a separate employer to work there, a phone number for employment verification, and your job title or role.
- **Questions about Your Perspective and Situation:** This section will not factor into the application's review. It will be used only to inform funders and policymakers about the needs of artists and arts workers as part of immediate and longer-term recovery efforts. Any information that we share will be aggregated and anonymized.
- **Survey Questions to Shape Future Support and Understand the Affected Population:** This section will not factor into the application's review. It will be used for data collection purposes only to inform CCI, funders, and policymakers about the needs of artists and arts workers as part of immediate and longer-term recovery efforts. We are also asking questions about the applicant, such as demographics, to understand the population affected. Any information that we share will be aggregated and anonymized.

SELECTION, NOTIFICATION, AND PAYMENT

Applications will be prioritized to reflect need. Please note that the amount given may be less than the amount requested so we can benefit as many individuals as possible. If CCI receives so many requests that the amount that can be provided would be substantially reduced, a randomized lottery system that is weighted by priority criteria will be implemented.



We anticipate notifying applicants about their funding status on Monday, February 24, 2025, by 12:00 p.m. PST. CCI is committed to meeting this deadline, but we also ask for patience given the uncertainty of responding to overwhelming demand and trying to fund as many requests as possible within this round. Recipients must review and sign CCI’s agreement before payment processing can commence. Payments will be made via direct deposit after recipients create an account with Tipalti, CCI’s direct deposit payment processing platform, and may take three to five business days. Checks can be sent to trusted parties and addresses, if preferred, but may take additional time to receive. Note: CCI has no control over when payments will be received. Once recipients successfully open an account with Tipalti or CCI submits a check request, we cannot track payment processing by the recipient’s financial institutions or delivery by USPS mail. What we can share is that in the thousands of transactions CCI has processed, three to five business days is customary. For those without bank account information or a secure mailing address, CCI staff will work with you to find a payment solution.

Funding will be unrestricted and can be used toward any expenses that alleviate financial pressures due to this federally recognized qualified disaster.

OPERATING PRINCIPLES

CCI will operate with the following ethos:

- *Trust:* We intend to operate this program in a way that provides some relief from the stress, anxiety, and pain that Angelenos are experiencing. To that end, we ask for relatively little documentation. We trust that those who apply have met the criteria and that their artistic and cultural practices or professional roles contribute to Los Angeles’s rich and varied artistic expression and cultural vitality.
- *Generosity:* No funder can fully or immediately address the financial impacts of this disaster. Before applying, we ask individuals to self-assess their financial needs. This way, we can stretch the resources by helping more people and those with the most needs.
- *Sensitivity:* We recognize how debilitating it can be to be displaced with such uncertainty. We are committed to notifying all applicants as quickly as possible after the program deadline and issuing payments promptly. We are also working with many arts partners to reach eligible applicants who may not hear about this opportunity on their own, as well as helping applicants successfully submit their applications.

IMPORTANT SECURITY NOTICE

CCI will never request your personal or banking information via email or phone. To protect your privacy and security, please only submit your banking details through Tipalti, our secure third-party platform. We use Tipalti exclusively to process direct deposit payments.



Please be aware that our organization’s legitimate email address domain is @cciarts.org. Be cautious of any emails claiming to be from CCI that do not originate from this domain. If you want to check the veracity of emails, please reach out to CCI staff at relief@cciarts.org.

RECONNECTING TO FUNDED RECIPIENTS

Those who receive funding demonstrate significant need and a high risk of permanent displacement, and we are concerned about you. We will reach out again to check on how you’re doing, where you are, the status of your situation, and what challenges you still face. We don’t know yet how we’ll check in or when (30 days? 90 days?), but we will carefully consider the best way to reach you with the least disruption.

HOW TO APPLY

The application portal will open on Monday, January 20, 2025, at 9:00 a.m. PST. The application deadline is Tuesday, February 18, 2025, at 5:00 p.m. PST. A complete Application Preview is available [here](#) on CCI’s website.

Completed applications must be submitted by the deadline. We cannot make exceptions due to the time-sensitive nature of notifying applicants and distributing payments. As we have a tight turnaround to process applications, we are unable to accommodate late entries and strongly urge applicants to apply as far in advance of the deadline as possible.

The LA Arts Community Fire Relief Fund online application can be accessed at <https://centerforculturalinnovation.submittable.com/submit>.

Applications will be accepted online ONLY through CCI’s Submittable platform. All applicants MUST create an account in Submittable before they can access the application.

Applications will be accepted in English only. For Spanish interpretation and translation assistance with your application, contact Eriksen Translations at [phone number to be provided on or by January 27] during their office hours—Monday through Friday from 12 p.m. to 5 p.m. PST between January 27 and February 17. They will aim to respond within [timeframe]. Eriksen Translations is an independent contractor that CCI is using for this service, and they can assist you with submitting your application.

QUESTIONS & SUPPORT

We’re here to help! If you have questions about the application process or are having difficulty completing the application, contact CCI at relief@cciarts.org or by phone at 415.288.0530 and



213.687.8577. Headquartered in Los Angeles, our local and Bay Area staff want to be as responsive as we can. Our office hours are Monday through Friday, 9:00 a.m. to 5:00 p.m. PST. You can find our Frequently Asked Questions (FAQs) about the application and a comprehensive Application Preview [here](#).

Deaf applicants and those with hearing loss can contact CCI using the [California Relay Service](#). Our staff is trained in making and receiving these calls.

If you need technical assistance—such as troubleshooting a file upload or resetting your password—contact Submittable by filling out the help form at the bottom of [this page](#) (<https://www.submittable.com/help/submitter/>). Submittable’s business hours are 9:00 a.m. to 5:00 p.m. MT. They aim to respond within 24 business hours.