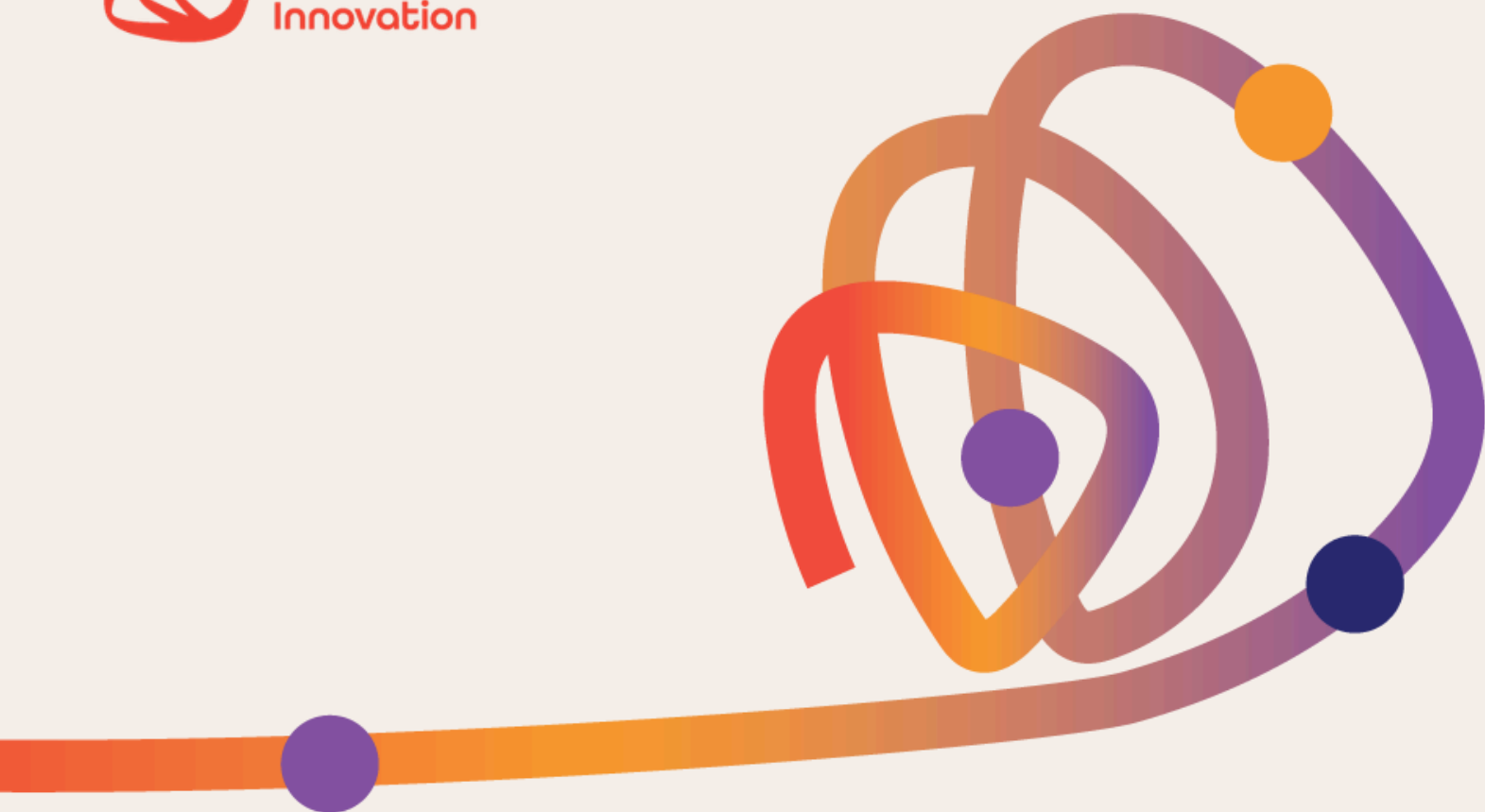




VALLEJO ARTISTS MUTUAL FUND

2026 Guidelines & FAQ

Updated as of June 8, 2026

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INTRODUCTION

The Vallejo Artists Mutual Fund connects local artists and cultural leaders by empowering them to recognize and uplift those whose work meaningfully contributes to the vitality of Vallejo’s arts and culture ecosystem.

Launched in 2026, the Vallejo Artists Mutual Fund (the “Fund”) provides financial support to Vallejo-based individual artists and cultural leaders whose work meaningfully contributes to keeping the local creative community active, connected, and thriving. Rooted in the belief that those closest to the work are best positioned to recognize it, the Fund invites Vallejo artists to participate in a local redistribution process that empowers artists to see and name the people whose work meaningfully contributes to Vallejo’s cultural landscape. Rather than awarding artists through juries of outsiders, this Fund supports artists in the city to validate and encourage one another.

Artists participating in the Fund will invite other artists within the city whose work contributes to sustaining and enriching Vallejo’s creative and cultural vibrancy to receive an unrestricted grant of \$7,500, and an organization providing publicly accessible arts programming in Vallejo to receive an unrestricted grant of \$1,800. Altogether, \$1,000,000 in funding will be fully disbursed through this process by October 2026.

The Vallejo Artists Mutual Fund is administered by the Center for Cultural Innovation (CCI), an intermediary focused on strengthening the economic and social infrastructure for creatives, culture bearers, and creative entrepreneurs, with funding from the William and Flora Hewlett Foundation.

GUIDELINES

Context & Goals

This is the third round of funding from the William and Flora Hewlett Foundation, administered by CCI, as part of five years of programmatic support for artists and cultural leaders who have been integral to Vallejo's creative vitality. Each year has been an opportunity to try and learn how to reach the anchors of the arts and culture community in as deep and broad a way as possible. In the 2026 funding round, the program moved away from a traditional, competitive grant program juried with outsiders. Competitive panel processes by non-locals can unintentionally divide individuals in a community and miss the mark in reaching the people locals deem to be the most critical to their creative communities. The challenges of such an approach are universal to nonprofit grantmaking processes. Given that Vallejo does not have a long history where this approach has been refined over time to reflect arts communities' priorities, CCI is administering a different approach that directly empowers artists to decide where resources go so that they can recognize those whose artistic and cultural contributions have been the most meaningful to them and relevant to the region. This round's approach also shifts authority from CCI, the program administrator, to trust those in Vallejo with decision-making power. Besides shifting authority, this approach is also meant to deepen connections amongst the people and organizations that contribute so much to Vallejo's arts ecosystem.

Program goals include:

- Empowering artists and cultural leaders to name who and what artistic work and cultural organizations are valuable in their community;
- Keeping financial resources circulating locally;
- Fostering conditions for mutualism;
- Directly supporting artists and cultural leaders whose work is appreciated and relevant locally; and
- Providing unrestricted funding that helps artists, culture leaders, and arts organizations in Vallejo.

How It Works

CCI launched the process by inviting a group of community artists and cultural leaders who have acted as formal and informal advisors over the past five years. From the start, this network of Advisors has been generally (not perfectly) reflective of the diversity of Vallejo arts and culture groups and interests. This initial network of Advisors recommended 24 artists and cultural leaders whose creative work and individual commitment to Vallejo's arts and culture scene amplify visibility, strengthen artistic capacity, and enrich the city's cultural life. Their role was not to judge artistic merit, but to refer an initial pool of 24 artists and cultural leaders important to the cross-section of the City's arts and culture communities. This network of Advisors also suggested an initial list of local arts and culture organizations to receive funding. The list has been shaped over the past five years and reflects organizations whose artistic and cultural programming have sustained and enriched Vallejo's creative community. This initial list was intentionally focused so as to concentrate recommendations on organizations considered arts and culture "anchors", however, subsequent participants in the Fund will also have the option to write in additional organizations to receive funding. This step, involving the network of Advisors, helped launch the peer-to-peer referral process.

From here on out, the 24 artists and cultural leaders initially referred to the program each receive a \$7,500 unrestricted grant in recognition of their importance to the local arts and culture community. In return for receiving a grant, these 24 artists are then asked to "pay it forward" by referring another individual artist or cultural leader to honor. Each round has 24 referrals. Those who are "tapped" to receive a grant but do not pay it forward by referring someone else will not receive funding. Funding is contingent on meeting the eligibility criteria for this program, enrolling in CCI's grants platform (Submittable), and paying it forward (referring another person) until the Fund runs out. In the last round, those "tapped" will be alerted that they will not need to make a referral.

No individual can receive the award more than twice or receive more than \$15,000. This cap is because the Fund is intended to build community connections rather than to afford project financing; therefore, the number of awards to a single person is limited.

In addition, each round allocates funds to a local arts or culture organization. Referred artists, including the initial 24, are each allocated \$1,800 in unrestricted funding to select an organization providing publicly accessible arts and/or cultural programming and services to the Vallejo community. Because there is no predicting how much funding organizations will receive by the end of the referral process, the funding serves two important purposes, regardless of the final amounts: it provides some degree of financial support for organizations to continue serving the community, and it demonstrates that their work is valued by their peers in their local arts and culture community.

The Vallejo Artists Mutual Fund will move through rounds of referrals, with 24 artists per round, until funding runs out, expected to be no more than 4 rounds. Participants have one week to submit referrals to CCI, and CCI has up to five business days to review and confirm each person's eligibility. Once this review is satisfactorily complete, CCI will notify each awardee of their award. While every effort will be made to maintain this timeline, unforeseen circumstances, such as difficulty reaching a referred artist, may require timeline adjustments. In such cases, CCI will make multiple attempts to contact the individual via email, phone, or other methods, and may seek assistance from the original referrer if needed. If the referee cannot be reached after multiple attempts over a two-week period, the original person who referred them will be asked to recommend another person to the referral process for the Fund to ensure the process moves forward.

Please note: The Fund is not intended to be comprehensive. It is limited in size and will not financially reach every artist in Vallejo to receive funding.

CCI will maintain the confidentiality of all grantees throughout the process, ensuring that referrers remain anonymous. However, individuals may choose to disclose their role to the artist or organization they are referring. At the conclusion of the program, a public press release will be issued, featuring the names of all grantees. All grantees are limited to two grants, totaling no more than \$15,000 in funding.

The program launched on May 7 with the first round of referrals and is expected to conclude on August 11.

Eligibility

To be eligible for the Vallejo Artists Mutual Fund, individuals:

- Must be an individual artist or cultural leader (e.g., cultural producers, culture bearers, creatives, cultural practitioners);
 - Artist (a person who practices any of the various creative arts, such as visual artists, craft, poets, musicians, dancers, media artists, sculptors, filmmakers, etc.); or
 - Cultural Leader (a person who is continuing to keep a cultural identity and/or tradition alive and thriving).
- Must have a current, active artistic or cultural practice that is meaningfully contributing to the vitality of Vallejo's arts and cultural ecosystem;
- Must be 18 years of age or older;
- Must reside full-time in Vallejo, or commute from an immediately adjacent town or city;
- Received at least one (and no more than two) grants, totaling a minimum of \$7,500 and a maximum of \$15,000, from the Fund; and
- Must be able to verify eligibility if requested by CCI.¹

To be eligible for the Vallejo Artists Mutual Fund, organizations:

- Must primarily provide an artistic, cultural, or creative programming accessible to the general public;

¹ Referrers attest to an artist's eligibility when making a referral. If an artist is later found ineligible, CCI will contact the referrer to verify or submit another referral.

- Must be based in Vallejo, or actively provide substantial arts and culture programming and services that directly benefit Vallejo;
- Must employ or contract with residents of Vallejo; and
- Must be an organization that is a registered 501c3, fiscally sponsored project, commercial enterprise (e.g., small businesses), or a sole proprietorship; and/or in good standing with the City of Vallejo, evidenced through possession of an active Vallejo business tax certificate (aka business license, business permit).

In addition, the following are **ineligible** for grant award consideration:

- Individuals who do not have a clear connection to Vallejo's arts and culture community.
- Individuals who have already received more than two referrals or \$15,000 total through the Vallejo Artists Mutual Fund.
- Organizations that do not provide publicly accessible arts, cultural, or creative-based programming.
- Incomplete referrals or unverifiable additional eligibility materials requested by CCI.
- Individuals who have a conflict of interest (such as a family or financial relationship) with the artist, culture leader, or organization that referred them. This includes spouses, family members, or employers/employees of the referring artist.
- Individuals who have a conflict of interest (family or financial relationship) with the board, staff, or directors of the Center for Cultural Innovation or the William and Flora Hewlett Foundation.

Award Details

Individuals will be awarded an unrestricted grant of \$7,500 (for a maximum of two grants, not to exceed \$15,000) in support of their role in benefiting their community. Organization funding is also unrestricted. In both cases of individuals and organizations, the grant is a one-year term. The grants are honorific—they are not restricted to any specific expectations or projects, and should be used in ways that help the individual and organization. The only restriction is that they cannot be used for political activities, lobbying, or illegal activities; must comply with applicable laws; and should be used in alignment with the program's public-good mission.

For organizations, grants must be used toward organizational mission-related objectives and not for private individual benefit. In both cases—individual and organizational grantees—10% of the awarded amount will be held back and released upon satisfactory completion and submission of a final report.

All grantees must complete a brief final report describing the impact and use of funding (i.e., line-item expenses—no receipts required) on their individual artistic practice or organizational arts and cultural programming. Reports will be made available within 12 months of the CCI Grant Agreement being signed. Additional details are available in the Frequently Asked Questions.

Example Use of Funds

Individuals: Funds are unrestricted and may be used in ways that support the artist's ability to continue their practice to the benefit of their community, including but not limited to: • Purchasing art supplies or equipment • Covering the cost of production • Rent or living expenses • Paying down debt (e.g., student loans) • Savings and financial stability	Organizations: Funds are unrestricted and may be used in ways that support the organization's ability to continue benefiting the local arts and culture community, including but not limited to: • Marketing and communications • Covering event production costs • Rent and staff salaries • Paying down organizational debt • Cash reserves
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Timeline

Vallejo Artists Mutual Fund Opens	May 7, 2026 at 9:00 a.m. PT
Notifications	• Round 1 - May 7 by 5:00 p.m. PT • Round 2 - May 21 by 5:00 p.m. PT <i>Updated as of June 8, 2026</i> • Round 3 - June 16 by 5:00 p.m. PT • Round 4 - July 7 by 5:00 p.m. PT Organizational recipients will be notified by 5:00 p.m. PT on August 31.
Vallejo Artists Mutual Fund Closes	August 11, 2026 at 5:00 p.m. PT
Period of Support	May 2026 - May 2027 • Round 1 (notified on May 7, 2026) • Round 2 (notified on May 21, 2026) June 2026 - June 2027 • Round 3 (notified on June 16, 2026) July 2026- July 2027 • Round 4 (notified on July 7, 2026) August 2026 - August 2027 Organizations notified on August 31, 2026.

Support

For assistance, please email us at grants@cciarts.org (include Vallejo Artists Mutual Fund in the subject line) or call 415.288.0530. For Deaf applicants and those with hearing loss, contact CCI via the [California Relay Service](#)—our staff is trained to make and receive these calls.

Acknowledgement

The Vallejo Artists Mutual Fund evolved from a previous program, the Vallejo Arts Fund, which was guided by the leadership, insight, and artistic vision of individuals deeply rooted in Vallejo. We extend our gratitude to the following individuals whose contributions influenced what the Fund is today (ordered by last name): Claudia Alick, Alison De La Cruz, Lori Herrera, Chelsea House, Kerby Lynch, ser marin luna, Maia Mills-Low, Suilma Rodriguez-Rizzo, September Thorton, and Maria Tucker. We also recognize the many community members whose participation in focus groups, surveys, and ongoing conversations, particularly throughout 2025, has also informed this work.

In addition, we are grateful that the Vallejo Artists Mutual Fund is made possible with support from:



FAQs

General

1. WHAT IS THE VALLEJO ARTISTS MUTUAL FUND?

Rooted in the belief that those closest to the work are best positioned to recognize it, the Fund invites Vallejo artists to participate in a local redistribution process that empowers artists to see and name the people whose work is meaningfully contributing to Vallejo's cultural landscape. Rather than awarding artists through juries of outsiders, this Fund supports artists in the city to validate and encourage one another. Artists participating in the Fund will invite artists within the city whose work meaningfully contributes to the city's creative and cultural vibrancy to receive an unrestricted grant of \$7,500, and an organization providing publicly accessible arts programming in Vallejo to receive an unrestricted grant of \$1,800. The total amount of funding available for these grants is \$1,000,000, and will be fully disbursed by October 2026.

The Vallejo Artists Mutual Fund is a programmatic evolution from the Vallejo Arts Fund and was established in response to long-standing inequities that have limited many artists' and cultural practitioners' access to funding. The Fund builds on the same commitment to resourcing those whose creativity is essential to the city's cultural life but often goes underrecognized or underfunded. Many of these artists continue to sustain their practices despite structural barriers, such as underrepresentation, limited institutional investment, and uneven access to resources, that make consistent support difficult to secure.

2. WHAT HAPPENED TO THE VALLEJO ARTS FUND?

For those of you familiar with earlier efforts supporting artists in Vallejo, the Vallejo Artists Mutual Fund reflects a deliberate shift in approach. Previously, Vallejo Arts Fund relied on a small panel, half of whom did not currently live in Vallejo, to make funding decisions. We learned that this structure was not the right fit. Accordingly, the Vallejo Artists Mutual Fund empowers the artists who live and create in Vallejo to guide how funding flows locally. Additionally, this iteration of the work aims to recognize the people, not just the projects, who meaningfully contribute to the city's cultural landscape.

FAQs cont'd

3. WHAT IS THIS APPROACH DESIGNED TO DO?

The goal of this artist-to-artist referral approach is to empower artists and cultural leaders to identify and uplift artistic work and cultural organizations in their community, circulate financial resources locally, and affirm artists' contributions to a sustained arts ecosystem, even when traditional funding sources are limited or overlook the work being done. By offering unrestricted funding, the Fund also supports and strengthens infrastructure for Vallejo's artists, culture leaders, and arts organizations to decide how best to use their grants, whether for rent, staff salaries, equipment, or venue costs, paying off debt, professional development, or other needs.

4. HOW DOES THE ARTIST-TO-ARTIST REFERRAL PROCESS WORK?

Artists are recommended through a community-driven referral process. To initiate the community referral process, CCI invited a small group of community artists and cultural leaders to recommend an initial cohort of 24 artists and cultural leaders who reflect the diversity and breadth of Vallejo's creative community. Each artist is recommended to receive a \$7,500 unrestricted grant and is then invited to refer another artist whose work meaningfully contributes to the local arts ecosystem. In turn, each participating artist may also direct \$1,800 to an organization that provides publicly accessible arts programming in Vallejo. The Fund continues through multiple rounds of peer-to-peer referrals—up to five rounds total—until all funding is distributed.

5. WHAT DO YOU MEAN BY WORK THAT "MEANINGFULLY CONTRIBUTES" TO VALLEJO'S ARTS AND CULTURE ECOSYSTEM?

By work that meaningfully contributes to Vallejo's arts and culture ecosystem, we mean work by artists, culture leaders, or arts organizations that adds value to the local arts and culture ecosystem in ways that provide tangible, usually positive, impacts for the artists, creatives, and culture leaders who live in the city. Additionally, meaningful contributions are typically activities visible to the community and that result in real change, such as uplifting local artists' work, hosting skills-training workshops, or teaching creative classes at local venues, to name a few. Each of these engages the community and has an impact related to sustaining and enriching the local arts ecosystem in the city.

FAQs cont'd

6. WILL EVERYONE IN VALLEJO RECEIVE FUNDING?

No. The Fund is limited in size and cannot guarantee support for every artist.

7. HOW LONG DOES THE PROCESS TAKE?

The program launched on May 7 with the first round of referrals and is expected to conclude on August 11. Participants in the fund have one week to submit their referrals. CCI takes up to three business days to review and contact each artist referred to the Fund. The full process is expected to last through August 31, with up to five rounds.

Eligibility

8. WHO IS ELIGIBLE FOR THE ARTIST-TO-ARTIST REFERRAL GRANT?

To be eligible for the Vallejo Artists Mutual Fund, individuals:

- Must be an individual artist or cultural leader (e.g., cultural producers, culture bearers, creatives, cultural practitioners);
 - Artist (a person who practices any of the various creative arts, such as visual artists, craft, poets, musicians, dancers, media artists, sculptors, filmmakers, etc.); or
 - Cultural Leader (a person who is continuing to keep a cultural identity and/or tradition alive and thriving).
- Must have a current, active artistic or cultural practice that is meaningfully contributing to the vitality of Vallejo's arts and cultural ecosystem;
- Must be 18 years of age or older;
- Must reside full-time in Vallejo, or commute from an immediately adjacent town or city;
- Received at least one (and no more than two) grants, totaling a minimum of \$7,500 and a maximum of \$15,000, from the Fund; and
- Must be able to verify eligibility if requested by CCI.¹

To be eligible for the Vallejo Artists Mutual Fund, organizations:

- Must primarily provide an artistic, cultural, or creative programming accessible to the general public;

¹Referrers attest to an artist's eligibility when making a referral. If an artist is later found ineligible, CCI will contact the referrer to verify or submit another referral.

FAQs cont'd

- Must be based in Vallejo, or actively provide substantial arts and culture programming and services that directly benefit Vallejo;
- Must employ or contract with residents of Vallejo;
- Organizations that are a registered 501c3, fiscally sponsored project, commercial enterprise (e.g., small businesses), or a sole proprietorship; and/or in good standing with the City of Vallejo, evidenced through possession of an active Vallejo business tax certificate (aka business license, business permit).

9. IF I'VE RECEIVED FUNDING FROM ANOTHER CCI GRANT PROGRAM, AM I ELIGIBLE FOR A VALLEJO ARTISTS MUTUAL FUND GRANT?

Yes, you are eligible! Funding through another CCI grant program does not affect your eligibility to receive funds through the Vallejo Artists Mutual Fund.

10. WHAT DOES THE VALLEJO ARTISTS MUTUAL FUND SUPPORT?

The Vallejo Artists Mutual Fund awards unrestricted grants of \$7,500 to individual artists whose work meaningfully contributes to the city's creative and cultural vibrancy, and organizations providing publicly accessible arts and culture programming in Vallejo. Grant awards are not tied to the support of a project or a proposed outcome.

However, Vallejo Artists Mutual Fund grants or any portion thereof are subject to certain 501c3 tax-exempt requirements, such as limitations on political activity and lobbying, private benefit (benefiting a person rather than furthering tax-exempt purposes), private inurement (benefit to individuals affiliated with the organizations offering and managing this grant), and illegal activities. In other words, funds cannot be used for political activity or lobbying, and they can't be used in ways that primarily benefit private individuals or businesses unrelated to the grant's purpose. Additionally, funding must comply with applicable laws and be used in alignment with the program's public-good mission.

Making Referrals

11. I'VE BEEN INVITED TO REFER ANOTHER ARTIST, AND MY SPOUSE IS AN ARTIST. CAN I REFER MY SPOUSE?

No. Per program guidelines, you can't refer an artist with whom you have a financial or family connection, as that would be considered a conflict of interest. However, others outside your household may end up referring each of you.

FAQs cont'd

12. I WORK AT AN ARTS ORGANIZATION IN VALLEJO. CAN I REFER MY EMPLOYER OR TEAM?

No. Per program guidelines, you can't refer an organization with which you have a financial or family connection, as that would be considered a conflict of interest.

13. HOW WILL REFERRALS BE VETTED?

After a referral has been submitted to the Fund, CCI will conduct a due diligence review of the artist, cultural leader, or organization. This review ensures that the referred individual or entity meets the program's eligibility requirements, is compliant with applicable tax and IRS regulations, is not listed on any state or federal Do Not Pay lists, and that the organization's mission aligns with the program's priorities of supporting organizations that provide publicly accessible art programming to the Vallejo community.

14. WHY ARE SOME PEOPLE INVOLVED ANONYMOUSLY?

During the referral process, CCI will maintain the anonymity of artists making referrals to ensure fair participation. This helps reduce potential pressure or unwanted solicitation from others in the community during the open referral period. Once all referrals have been completed and the Fund has closed, CCI will follow best practices by publicly announcing all grantees in a press release.

15. WHAT IF SOMEONE REFERRED TO THE FUND CAN'T BE REACHED?

CCI will make multiple attempts to contact the referred artist. If they cannot be reached after two weeks, the original referrer will be asked to refer someone else.

Grantees

16. WHAT DO YOU MEAN THAT FUNDING IS UNRESTRICTED BUT SUBJECT TO CERTAIN 501(C)(3) REQUIREMENTS?

Vallejo Artists Mutual Fund grants are unrestricted, meaning you can decide how you'd like to use the funds. However, funds awarded must be used to support and further artistic work and to contribute to broader public benefit.

FAQs cont'd

Here are a few examples of how an individual artist may use funding:

- To cover living expenses while you're creating or performing your work
- To travel for artistic collaborations, exhibitions, or residencies related to your artistic practice
- For artistic training or coaching (like acting lessons, or professional development workshops that move your work forward)
- To purchase equipment or materials used in your practice (e.g., instruments, software)
- To pay for health insurance during a creative period (such as payment for COBRA during a residency).

Here are some examples of how an organization may use funding:

- To cover the rent for their performing arts building
- To pay production costs and vendor fees for upcoming performances and/or exhibitions at their venue or space
- To cover the fees associated with marketing artistic workshops, music festivals, and other events
- To cover salaries for staff or add to the cash reserves of a cultural center.

Please note that these are just some of the ways that funding can be used. If you have any questions or need further clarification, please reach out to CCI at grants@cciarts.org.

17. CAN YOU SHARE EXAMPLES OF EXPENSES THAT ARE NOT ALLOWED?

Yes. While this grant is flexible, it may not be used for expenses that do not support your ability to sustain your artistic practice for the benefit of your community, including:

- Paying yourself or your team for non-artistic work (e.g., unrelated freelance work)
- Hiring a general life coach or consultant not connected to your artistic practice, discipline, or cultural production work
- Buying personal items like a car, unless clearly to benefit artistic work
- Lobbying or in support of any political campaigns, voting efforts, or in a manner inconsistent with CCI's charitable purpose under IRS Section 501(c)(3).

If you have any questions on the use of funding, please reach out to CCI at grants@cciarts.org.

FAQs cont'd

18. HOW MANY GRANTS WILL YOU MAKE?

The Vallejo Artists Mutual Fund includes \$1,000,000 in total funding, supporting approximately 105 individual artist grantees through \$800,000 in grants and distributing \$200,000 to organizations in Vallejo.

19. I HEARD THAT ARTISTS ARE WORKING TOGETHER TO "RIG" THE SYSTEM. SHOULD I TELL CCI ABOUT IT?

It's possible that artists may conspire to recommend each other, but there are a few ways that it would be difficult to "rig" the outcome. (a) The network of Advisors and initial recipients were deliberately selected to represent a broad cross-section of Vallejo's varied arts and culture communities. (b) Those who receive a referral remain anonymous, so they have freedom of choice. And, (c) the unique opportunity to recognize someone they esteem makes it less likely they will squander their referral on someone simply trying to "game" the system. But, who knows! Yes, if you get word, let CCI staff know, but there may be little CCI staff can do about it. As long as recipients meet eligibility, the power is in the arts and culture communities' hands.

20. IF I AM AWARDED A GRANT, HOW WILL I RECEIVE THE FUNDS?

If awarded a grant, the payment will be processed via ACH (i.e., direct deposit) through Tipalti.com—CCI's secure, third-party accounting software platform. CCI will issue the award in two payments: The first installment will be 90% of the grant funds, which will be paid once the grant agreement is signed and returned. The remaining 10% will be paid once all grant requirements have been met and a final report has been submitted and approved by CCI. Processing times will depend on the grantee's return of an electronically signed grant agreement and any other requested documents, such as the W-9 Form.

Individual artist grantees do not need a fiscal sponsor or other 501(c)3 nonprofit intermediary to receive funding. However, they do have the option to use their fiscal sponsor or an incorporated 501(c)(3) nonprofit to contract with CCI and receive the awarded funds.

For teams/groups, the lead team member will be responsible for completing all grant and payment processing requirements. If the grant recipient decides to share their award with a team of collaborators, they may do so; however, CCI is not responsible for any due diligence or disbursement of funds to different team members.

FAQs cont'd

We understand that fund disbursement may impact disability-related community support or other social benefits; therefore, we will structure options that work for each person's unique financial situation. Please contact CCI at 415.288.0530 or grants@cciarts.org (include Vallejo Artists Mutual Fund in the subject line) to determine a plan that works best for you.

21. IF I AM AWARDED A GRANT, IS IT CONSIDERED TAXABLE INCOME?

Please be aware that grant awards may be taxable as ordinary income. As CCI cannot offer legal or tax advice, grantees are advised to consult with an accountant, tax expert, and/or a benefits specialist.

We understand that fund disbursement may impact disability-related community support or other social benefits, and are willing to structure options that work for each person's unique financial situation. Please contact CCI at 415.288.0530 or grants@cciarts.org (include Vallejo Artists Mutual Fund in the subject line) to determine a plan that works best for you.

22. IF I AM AWARDED A GRANT, WILL I NEED TO SUBMIT A REPORT? ARE THERE ANY OTHER REQUIREMENTS?

If you are awarded a grant, you must complete a brief final report describing the impact and use of funding (i.e., line item expenses). Reports will be due within 12 months of signing the grant agreement. CCI will provide further instructions on how to access the final report form through Submittable in the grant agreement.

23. WILL YOU PUBLICIZE THE NAMES OF GRANTEES?

The names of Vallejo Artists Mutual Fund grantees will be included in a CCI press release, made public at the close of the Fund.

24. IF I AM AWARDED A VALLEJO ARTISTS MUTUAL FUND GRANT, DOES THAT MEAN THAT CCI AND ITS FUNDING PARTNERS AGREE WITH OR ENDORSE MY INDIVIDUAL OR ORGANIZATION'S WORK?

CCI and its funding partners do not take positions on the views, actions, or work of Vallejo Artists Mutual Fund grantees. This approach ensures that the referral and award processes remain grounded in what the community identifies as impactful, rather than reflecting the perspectives of an individual institution or its actors.

FAQs cont'd

Support

25.1 STILL HAVE QUESTIONS. WHAT SHOULD I DO?

CCI staff are here to help and listen. For assistance, please email us at grants@cciarts.org (include Vallejo Artists Mutual Fund in the subject line) or call 415.288.0530. For Deaf applicants and those with hearing loss, contact CCI using the California Relay Service—our staff is trained in making and receiving these calls.

Submittable Quick Tips

- You must create a free Submittable account or sign in with your Google or Facebook credentials to complete the intake form for the Vallejo Artists Mutual Fund.
- You can save a draft of your work if you would like to finish the form at a later date. Note: Intake forms must be submitted within seven days of receiving the invitation from CCI.
- CCI has enabled the submitter collaboration tool, which enables groups of applicants to work together on collective intake forms. For information about how to utilize this tool, visit Submittable's knowledge base here.
- If you need to make changes to your intake form after it has been submitted, send a request to CCI to edit the submission. We are generally able to accommodate these requests during the open submission period. If, however, the review process has already started, we cannot open your submission for editing.
- Submittable works best on Google Chrome, Firefox, and Safari. Internet Explorer is not supported. Please make sure you are using a supported browser.
- You can download Firefox by following the instructions linked here.
- You can download Chrome by following the instructions linked here.
- All referrers will be notified by email regarding their submission status. Please be sure to enable notification emails from Submittable and check the email you used to sign up for your Submittable Account regularly.
- Visit Submittable's Help Center for answers to frequently asked questions.
- If you need technical assistance (e.g. password or upload issues), request support at: <https://www.submittable.com/help/submitter/> (located at bottom of page). Submittable's business hours are 9 am – 5 pm MT. They aim to respond within 24 business hours.

Vallejo Artists Mutual Fund

2026 Guidelines & FAQ

FUND CLOSES: AUGUST 11

[HTTPS: // CENTERFORCULTURALINNOVATION.SUBMITTABLE.COM /](https://centerforculturalinnovation.submittable.com/)