

# GAR & DataArts' Cultural Data Profile FAQs

<p><b>Is the completion of DataArts' Cultural Data Profile a requirement for Arts &amp; Culture funding from GAR Foundation?</b></p>	<p>Yes; starting with funding requests submitted for our February 1, 2015 deadline, all GAR arts grantees will be required to have a current, completed <a href="#">Cultural Data Profile (CDP)</a> on file. From this CDP, you will generate a Funder Report, which will serve as your grant application to GAR.</p>
<p><b>What is a Cultural Data Profile? What information does it collect?</b></p>	<p>A CDP collects detailed financial data derived from an organization's audit / review or year-end financial statements. Operational and programmatic data is also collected. The types of data collected include basic organizational information, revenues, expenses, marketing activities, balance sheet items, investments, loans, and a range of non- financial information (including contributor numbers, attendance, program activity, staffing, and the like).</p>
<p><b>Why is GAR requiring arts organizations to submit a CDP in place of our traditional application for funding?</b></p>	<p>This shift is in direct response to the <a href="#">Summit County Arts and Culture Landscape Assessment</a> work which GAR and Knight Foundations have jointly supported. That study pointed out that local arts and culture organizations <i>and</i> the arts sector overall can benefit greatly from using a tool like CDP. By using this platform, our arts and culture grantees will build their internal capacity for capturing and understanding their financial and audience data. Use of the CDP will also enable funders and others to aggregate statistics about the size and impact of our community's arts and culture sector. We firmly believe that CDP will strengthen our local arts and culture grantees, both individually and collectively.</p>
<p><b>How can I learn more about how to use the CDP?</b></p>	<p>DataArts offers a variety of educational resources. You can learn more <a href="#">here</a>.</p>
<p><b>Does the CDP cost my organization anything?</b></p>	<p>No; there is no cost to participate in the CDP for arts organizations.</p>
<p><b>Do I still need to complete a full grant application on the GAR website?</b></p>	<p>No! For grants management purposes, we need all applicants to complete a very brief arts application on our website prior to the scheduled deadlines (Feb 1, May 1, Aug 1, Nov 1). This application will ask a few basic questions (such as how much grant funding you seek and for what purpose). It will prompt you to enter your contact information, upload your cover letter and board list, and verify your 501(c)(3) status. That, plus a completed CDP, is all you need.</p>
<p><b>Am I still required to submit a GAR Grantee Impact Report?</b></p>	<p>Yes; GAR will provide you with the required impact report that helps you tell us what happened with your grant funding. Please note: reports generated from the CDP may satisfy some of the questions on the GAR impact report. Attach any applicable reports to your impact report.</p>

**I am a new GAR arts and culture applicant and / or have not received funding in the last five years. What do I need to do to apply for funding?**

**Step 1:** If you are new to the GAR grant process or have not received funding in the last five years, you will be required to complete a [Letter of Inquiry \(LOI\)](#) before submitting an online application.

**Step 2:** Our program officers will provide feedback and notify you of your eligibility to submit an application for funding.

**Step 3:** If you are invited to apply, you will You will be required to complete a CDP along with the [GAR Arts and Culture application](#).

**How does the CDP submission process work?**

First, be thoughtful about when you start to work on your CDP.

Next, if needed, access [a recorded webinar](#) to get yourself oriented.

After your organization has completed its data entry in the Data Profile, you will be prompted to run an electronic error check. The error check is intended to catch any inconsistencies in your data entry.

After the errors have been identified and corrected and a CDP has been submitted, you must generate a report authorizing to share your organization's information with GAR electronically. You must do this annually as you enter new data. You can find instructions on how to do this [here](#).

At that point, GAR will be able to access your information in the form of a Funder Report and we will continue with our application review process. One of our program officers will contact you to discuss your application and to schedule a site visit. You can check the status of your CDP at any time by logging into your account.

**How will GAR know that my Data Profile has been submitted and completed?**

You must generate a Funder Report for GAR Foundation in the DataArts platform to enable us to access and view your CDP. If you don't take this step, we will not be able to access your CDP or your Funder Report.

<p><b>How do generate a Funder Report for GAR Foundation?</b></p>	<p>You can find instructions on how to generate a Funder Report on DataArts’ website <a href="#">here</a>.</p>
<p><b>I already have a Cultural Data Profile. What do I need to do to be eligible for GAR funding?</b></p>	<p>If you already have a Data Profile, be sure that you have generated the GAR Foundation Funder report for the data in your profile that reflects your most recently completed fiscal year. You will also need to complete the basic application questions on our website.</p>
<p><b>Can I select other funders to receive my reports?</b></p>	<p>Yes, as long as that specific funder participates in the CDP and has a funder account. Note, not all funders participate in the CDP. You can find a list of participating grantmakers <a href="#">here</a>.</p>
<p><b>How will the data in my CDP impact the reports I generate for my organization and Board?</b></p>	<p>Data entered into your CDP will allow you to generate a variety of helpful reports for your board and leadership staff. By making DataArts’ analytic reports part of your regular organizational reporting, you are able to simplify the reporting process and focus on what’s important for your organization. You can learn more about the many possibilities DataArts offers through the online training sessions.</p>
<p><b>Which fiscal year should I use for my Data Profile?</b></p>	<p>We ask that you report on your most recently completed fiscal year. If you are applying for the February 1 deadline and your fiscal year just ended on December 31, use the prior year fiscal year.</p>
<p><b>Who can I contact if I have questions?</b></p>	<p>If you have question about the CDP, contact the Help Desk:</p> <p>DataArts’ Support Center is open from 9am-8pm ET, Monday-Friday. Toll Free: 877-707-DATA (877-707-3282) Email: <a href="mailto:help@culturaldata.org">help@culturaldata.org</a></p> <p>If your question is about a GAR request or the eligibility application, contact:</p> <p>Julie Watson Grants Manager at GAR Foundation 330-576-2912 <a href="mailto:jwatson@garfdn.org">jwatson@garfdn.org</a></p>