



**GRANT & LOAN FUND  
FOR EARLY-STAGE ARTS,  
CREATIVE, AND CULTURAL  
COOPERATIVES**

**APPLICATION PREVIEW**

Please note: This is NOT the application form. This document can help you prepare all materials necessary for you to submit an application, if applicable. To submit an application, please go to our [Grant & Loan Fund for Early-Stage Arts, Creative, and Cultural Cooperatives application form.](#)

\*Denotes required field

In addition to asking for the applicant, company, and demographic information, please prepare responses for the following narrative questions:

**NARRATIVE**

*Tip: We understand this seems like a lot, but use the instructions as guideposts and share the cooperative's identity, value proposition, potential, and story in a way that gives us as full of a picture as possible so that we understand it's potential, that projections and problems-to-be-solved are realistic, and that this will ultimately deliver value to both stakeholders and society.*

**COOPERATIVE DESCRIPTION**

Describe your cooperative. When did it begin and why? Who does it serve? Where does it operate and for what community/ies? Is it place-based or internet/platform-based, and how so? What is the cooperative's unique value proposition? What is the product or service it is selling? And, who are its consumers (audiences, users, buyers), and how do they access and purchase your product/services?(250-word limit)\*:

**OWNERSHIP**

Name your groups of cooperative members, including each group's rights to decide/vote on operational, governance, and business decisions, and their rights to profit-sharing. Also, describe how decisions are made. Conclude with a description of how many members of each group the cooperative currently has (use rounded numbers) and your plans to increase membership, if applicable. (250-word limit)\*:

## BUSINESS PLAN

Describe the cooperative's plan for how it will earn revenue and eventually become profitable enough to financially support its cooperative-members. Conclude with a concise description of how the cooperative is currently being financed, what one-month of typical operating costs are currently, and what it will take for the business to eventually reach sustaining levels of profitability. (250-word limit)\*:

## IMPACTS

Respond to three items regarding your cooperative's potential or current impacts: (1) What social justice, equity, or access issues is your cooperative business seeking to address and solve for? And, how so? (2) What community/ies does the cooperative serve? (3) What innovation or problems will the cooperative help solve? (200-word limit)\*:

## ORGANIZATIONAL NEED

What does your cooperative need at this stage? And, why would grant funding, or grant funding plus a loan, be helpful? What will the capital enable the cooperative to achieve? (In your response, specify in the first line if you are requesting a grant or a grant-and-loan.) (250-word limit)\*:

## BIOGRAPHIES

Provide a brief narrative bio of yourself and key cooperative leaders/founders/stakeholders who are responsible for the company's evolution. Include a description of their roles, experiences, and qualifications for this endeavor. (500-word limit)\*:

### **Please prepare the following documents:**

\*Article of Incorporation (if applicable) and Business License (if applicable).

\*Bylaws (completed by all applicants) Attach a copy of your bylaws or operating agreement, or their equivalent, if they exist. If you do not have bylaws or operating agreements, please explain why. We are looking for information about how your enterprise codified who and how decisions are made. Bylaws or Operating Agreement (upload file)

Powerpoint "Deck" (Optional) Attach a slides of your Powerpoint, or any other kind of presentation deck that describes the cooperative business.

\*Profit and Loss Actuals for the most-recently completed fiscal year: (upload file)

Balance Sheet (if available): (upload file)

\*Operating budget Include a line item of the amount(s) requested. Include an asterisked note at bottom (1–2 sentences only) describing your back-up plan if you are not awarded support from this Fund. (upload file)

**If applying for a Grant AND Loan Combination, please also address the following questions:**

Itemized, bulleted, list of all things to be bought or paid for with this loan, including the amount and a description of each item. (500-word limit)

Investment plan for this loan, including what the loan will pay for, how this plan will be executed, and by whom, why you wish to have this loan, and how you plan to successfully repay, with interest, the loan. Please include details of the project's timeline, as well as goals and significant events that you plan to accomplish in order to maximize the impact of the loan. (500-word limit)

Description of how you anticipate the loan will impact the cooperative business financially, the sustainability of your enterprise, or any other ways significantly? If applicable, include how the loan might impact the workers financially?\* (500-word limit):

Disclose all financial obligations in the form of equity shares, loans, debts (inc credit card debt), or encumbrances that may directly affect the financial condition of the cooperative and/or financial obligations that may affect the ability to repay our loan.\* (500-word limit):

Disclose other service providers providing you with long-term technical assistance? If so, whom?\*(250-word limit):

### **VIDEO SUBMISSION**

We want to get to know you and what inspired your innovation. Create a short video (no more than 90 seconds) explaining the following:

- Why this cooperative, and why are you seeking capital now?
- What can change if your cooperative succeeds?

We suggest that you try to be natural and let your excitement, drive, and passion shine through.

Upload your video directly on your *Submittable* application.

Please note that no more than 90 seconds of your video will be played, to give all applicants the same amount of review time.