DataArts Funder Report Requirements

Section 1: What is DataArts?

DataArts, formerly the Cultural Data Project, is an online source that brings the language and leverage of data to the business of culture. This database is used by funding partners, like the Commission, to see a detailed portrait of the finances and activities of an applicant.

Data Arts

You can sign in or create an account at http://culturaldata.org/get-started/.

The City of San Diego subcontracts DataArts to collect standardized data for the arts and culture sector and to convert that data into uniform reports customized for the Commission.

Section 2: DataArts Role in the Commission's Funding Process

Any organization submitting an application for Fiscal Year 2019 Organizational Support Program (OSP) must complete a Cultural Data Profile on DataArts. The data contained in an organization's Cultural Data Profile can then be drawn upon for studies and included in an array of reports, including the Commission's annual Economic and Social Impact Report.

For the purpose of the Fiscal Year 2019 Organizational Support Program, the Commission has contracted with DataArts to create a custom report template called a CDP Funder Report. Each OSP applicant must work directly with DataArts to populate a Cultural Data Profile and then run the CDP Funder Report, which is produced as a PDF document. This funder report is a required document in the FY19 request for qualifications.

This is only required for OSP applicants and NOT CCSD applicants.

Section 3: What is required?

The Commission requires that all FY19 OSP applicants have data from their last three completed fiscal years. Be advised, it can take approximately 8 hours to input each fiscal year. Once complete, applicants will be able to generate their personalized funder report which must be uploaded to the organization's request for qualifications form in Go Grants.

Section 4: What are the steps for getting started?

New to DataArts:

1. Visit http://culturaldata.org/get-started/.
2. Watch the instructional video at https://vimeo.com/180309446.
3. Create a login for your organization.
4. Input data from at least your organization's last two completed fiscal years.
5. Once your data profile is complete, you will be ready to run reports.
6. Using the *Reports* area, select the funder report function.
7. Select The City of San Diego Commission for Arts and Culture, *FY19 Organizational Support Program Funder Report*.
8. Download your report as a PDF, and upload it to your organization's request for qualifications in the online portal- Go Grants.

Not New to DataArts:

1. Visit http://culturaldata.org
2. Login for your organization.
3. Input data from at least your organization's most recently completed fiscal year.
4. Once your data profile is complete, you will be ready to run reports.
5. Using the *Reports* area, select the funder report function.
6. Select The City of San Diego Commission for Arts and Culture, *FY19 Organizational Support Program Funder Report*.
7. Download your report as a PDF, and upload it to your organization's request for qualifications in the online portal- Go Grants.

VERY IMPORTANT: A CDP Funder Report cannot be run until the Cultural Data Profile is complete and verified by the automated system.

Any problems related to registering accounts, entering data, verifying data and running reports through DataArts should be directed to their *Help Desk* at help@culturaldata.org or call 877-707-DATA (3828).

Commission staff is not able to troubleshoot problems related to DataArts.

Downloading a Funder Report from your DataArts Dashboard.

From your organization's DataArts dashboard, use the Find Grants search function. Type "Commission for Arts and Culture", then select Find.

On the next screen see the line "FY18 Organizational Support Program RFQ Funder Report", on the right hand side, select "Submit Data"

Downloading a Funder Report from your DataArts Dashboard.

Submit Data

Choose the most recent Cultural Data Profile to submit to **FY18 Organizational Support Program RFQ-Funder Report** from **San Diego Commission for Arts and Culture.** Up to **3** prior profiles will also be included if they are available.

When you submit your data you will also run the Funder Report for your organization. You will have a chance to preview this report on the next screen.

Most Recent — 2015

Selected — 2015, 2014, 2013

[Continue]   Cancel

←Choose your organization's most recently completed data profile year, and then select Continue.

The in the window titled "Preview Your Data", select Submit.

Preview Your Data

You're about to submit this data to **San Diego Commission for Arts and Culture** as part of your application to the **FY18 Organizational Support Program RFQ-Funder Report** program.

Surveys
2015, 2014, 2013

Click on the links to preview this data in a new window.

Submit your data below, click back to select different years, or cancel to find other grants.

[Back] [Submit] [Canc]

Data Submitted!

✔ Data submitted for San Diego Commission for Arts and Culture's FY18 Organizational Support Program RFQ-Funder Report!

Funder Report
San Diego Arts and Culture Organizational Support Application

Your funder also requires a Funder Report. Click here to generate your report.

If your grantmaker has included any additional instructions for this grant program you can read them below.

[Close]   Go to grant programs

After submitting your data to the Funder report, select Review:

Data Arts

City of San Diego Commission for Arts and Culture ▾   Whitr

Management Center   Surveys   Funder Reports   Administration   Analytics

Reminder: DataArts Support Center will be closed December 23, 2016 - January 2, 2017

Find Grants

Use the box below to search for the grantmakers and grant programs. Click on 'Submit Data' to submit your data to the grant program.

[View Historic Submissions]

Commission for Arts and Culture   [Find]   ☑ Only show grants available to my organization's location. ⑦

2 results for **"Commission for Arts and Culture"** with additional filters selected. Refine your search using the filters to the left.
✖ Clear Search

Grantmaker	Grant Program	Details	Deadline	#of Profiles Req.	#of Profiles Suggested	View/Download
San Diego Commission for Arts and Culture	FY18 Organizational Support Program RFQ-Funder Report	Hide	1/5/17	2	3	Submitted 12/30/16 Review Resubmit data

Downloading a Funder Report from your DataArts Dashboard.

Review Submission

Date Submitted: 12/31/16 at 1:34am EST

Click on the links below to review your submitted data in a new window.

Profiles Submitted
06/30/2015, 06/30/2014, 06/30/2013

Funder Report Submitted
San Diego Arts and Culture Organizational Support Application

Close

Select the Funder Report Submitted

Select PDF from the menu on the top to download the funder report. Once you have downloaded the PDF, return to your application on Go Grants: https://sandiego.cgweb.org/ and upload the PDF into the correct question in the RFQ.

B Learn More

Download: PDF   Excel   Both

Next   Last   1 of 13

Data Arts

San Diego Commission for Arts and Culture
Organizational Support Program

The City of
SAN DIEGO

Organization Information

Organization name: **City of San Diego Commission for Arts and Culture**

City: San Diego	Federal ID #	95-6000776
State: CA	Year organization founded:	1988
County: San Diego	Organization type:	Program or department within a
NISP Discipline: 14 - Multidisciplinary	Fiscal year end date:	06-30
NISP Institution: 16 - Arts Council/Agency	DUNS #	624235412
NTEE: A26 - Arts Council/Agency	Full-time staff:	5

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