

## DIVERSIFYING OUR ORGANIZATIONS: An intensive training in diversity, equity, and inclusivity

**Applications for consideration in Cohort 3 must be received by April 8, 2019**

1. [About the Program](#)

2. [Organizational Information](#)

3. [Staff Participant Information](#)

4. [Board Participant Information](#)

### ABOUT THE PROGRAM

Thanks to a multi-year grant from the Katharine S. and Axel G. Rosin Fund, A.R.T. New York has launched a new program, *Diversifying our Organizations*. Working with the Raben Group's Diversity, Equity, and Inclusion team as well as Hewlett Consulting's Center for Talent Innovation, *Diversifying our Organizations* will provide a DEI cohort for member organizations interested in building capacity to diversify their organizations: from their staff to their audiences and board members.

The program will feature 4 cohorts, supporting 12 companies each. These cohorts will consist of 7 monthly meetings, beginning January 2018 (the first cohort), August 2018 (the second), May 2019 (the third), and a fourth cohort beginning in August 2019.

Upon selection, cohort members will participate in a series of workshops to help them build a business case for diversity, ensure a culture of inclusion, think differently about who should be part of one's organization as a director, address audience participation, and understand how diverse experiences and background will enhance the value of one's theater. With the support of diversity and inclusion experts, the DEI cohort will share concerns, opportunities, and lessons learned in embarking on an organizational diversity journey.

Please note that the program's success requests the participation of two leadership or senior level staff members with strategic, decision-making and/or budgetary authority who commit to attending the scheduled workshops. There are also two sessions which require attendance from a board member. It is crucial to an organization's participation in the program that the staff members and board member make the best possible efforts to attend all scheduled workshops. This is a collective cohort learning experience, and each monthly meeting will build on the concepts in the previous meeting.

**This application requires responses from both staff members and board member.**

Additionally, participants in the program will be invited to social events where cohort members will be able to meet potential board members from diverse backgrounds. The dates for these events will be announced at a later date.

I have read and acknowledge the provided information about the program.

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**ORGANIZATIONAL INFORMATION**

Required fields are in **BOLD**. This form will automatically timeout after 30 minutes of inactivity, at which point any unsaved work will be lost.

Please click the **Previous Page** button at the bottom of any page on this form to save your application in progress.

**Name of Organization**

- Membership Tier** Tier  Tier 1A: Budget over \$5 million  
 Tier 1B: \$1 million - \$5 million budget  
 Tier 2: \$500K - \$1 million budget  
 Tier 3: \$100K - \$500K budget  
 Tier 4: Budget under \$100K  
 Professional Affiliate  
 Business Affiliate  
 NonProfit Professional Affiliate  
 Independent Producer  
 Incubator

**Mission Statement**

**Briefly Describe Your Producing Model**

**Previous Fiscal Year Expenses**   
(no dollar signs or commas)

**Previous Fiscal Year Income**   
(no dollar signs or commas)

- Tax Status**  501(c)3  
 Fiscally sponsored project  
 Fiscally sponsored project  
 Unincorporated/Sole-proprietorship  
 B Corp  
 LLC  
 Other

If Other

**Does Your Company Have a Board?**  Yes  
 No

If yes, what is the size of your board?

What percentage of your board members are people of color?  Please enter the **percentage**, estimate if necessary.

What percentage of your board members identify as women, trans, or non-binary?  Please enter the **percentage**, estimate if necessary.

Do you have a give/get/arrange  Yes  
agreement with your board?  No

**What draws your organization to apply to participate in *Diversifying our Organizations*? What do you hope the outcome of the process will be for your organization, its capacity, and future plans?** (300 words max)

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### STAFF PARTICIPANT

The next two pages of the application should be completed by the two staff members who will be participating in the cohort. Please note that the staff members must be in leadership within the organization and must be able to implement the work discussed in the cohort sessions.

If you need to come back to this page later, you can save your progress using the **previous page** button at the bottom of the page.

Name

Job Title

Email Address

Please list the pronouns you want staff & attendees to use when referring to you.  
(ex: she/her/hers, they/them/theirs, etc)

How long have you been with this organization?

Are you a voting member of the Board of Directors?  Yes  
 No

Are you directly involved in board recruitment?  Yes  
 No

We are seeking a diverse set of participants for each cohort. The following information will be reviewed only by the staff and organizers of the program during the selection process.

What is your race/ethnicity?

What is your age?  Under 18  
 18-25  
 26-35  
 36-45  
 46-55  
 55-64  
 Above 65  
 Decline to state

What is your gender identity?  Female  
 Male  
 Gender non-conforming/gender non-binary  
 Transgender  
 Intersex  
 Decline to state  
 Other:

What is your sexual orientation?  Homosexual/Gay/Lesbian

- Heterosexual/Straight
- Bisexual
- Queer
- Decline to state
- Other:

- Do you identify as a disabled person?**
- Yes
  - No
  - Prefer to self-identify (please indicate in 'Other' field)
  - Decline to state
  - Other:

*We recognize that people-first language and identity-first language can both be used. We have chosen identity-first language for this application and welcome your self-identification*

We strive to create as inclusive space as possible for this cohort. The workshops will take place in Manhattan, at spaces with wheelchair accessible meeting spaces and bathrooms. We will update cohort participants about the accessibility features of the selected locations.

**What accessibility features do you need for full participation in the Diversifying Our Organizations Cohort?**

**Scheduling:**

The dates for the Cohorts 3-4 of Diversifying Our Organizations have been set. Due to the nature of this cohort, we do not accept substitutes in the sessions, so selected applicants will be expected to attend all scheduled cohort meetings. The cohort meetings will take place 5-8pm at TBD locations in Manhattan. The dates below are for future cohort meetings. Please select any dates you are UNAVAILABLE for a meeting in Manhattan between 5-8pm.

This information will be used to place your org in the cohort that fits your schedule. A.R.T./New York staff will confirm that your conflicts are unchanged before your participation in a cohort is confirmed

**I am unavailable to meet between 5-8pm in Manhattan on the checked dates below:**

- Thursday, May 16, 2019
- Tuesday, June 25, 2019
- Tuesday, July 16, 2019
- Thursday, August 15, 2019
- Tuesday, September 10, 2019
- Thursday, October 10, 2019
- Tuesday, November 19, 2019
- I am interested in participating in a future cohort
- I have no conflicts for any of the listed dates
- Check-in: Tuesday, February 4, 2020

**Statement**

Please attach a *brief* statement answering the following questions:

What are your organization's goals in terms of diversity, equity and inclusion? What is your organization doing well? What do you need to learn?

**Statement**

**PDF format only, one page max**

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Job Title

Email Address

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How long have you been with this organization?

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 No

Are you directly involved in board recruitment?  Yes  
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 Decline to state  
 Other:

What is your sexual orientation?  Homosexual/Gay/Lesbian

- Heterosexual/Straight
- Bisexual
- Queer
- Decline to state
- Other:

- Do you identify as a disabled person?**
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## BOARD PARTICIPANT

This page of the application should be completed by the **board member** who will be participating in the cohort.

If you do not have a board, please contact Hope Chavez at [hchavez@art-newyork.org](mailto:hchavez@art-newyork.org) for guidance, and complete this page for a third participant as she indicates.

If you need to come back to this page later, you can save your progress using the **previous page** button at the bottom of the page.

**Name**

**Title/Area of focus outside of Board**

**Role on Board**

**Email Address**

**Please list the pronouns you want staff & attendees to use when referring to you.**   
(ex: she/her/hers, they/them/theirs, etc)

**How long have you been with this organization?**

**Are you a member of any board committees?**  Yes  
 No

**If yes, which committees?**

**Are you directly involved in board recruitment?**  Yes  
 No

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## CONFIRM APPLICATION

Use the previous button below to review your application. Please ensure your organizational information is correct. Remember, incomplete applications are only saved for 30 days.

Note: when you return to a page with uploads the filename may not appear, but the file is still in the field.

When you are sure your application is complete, click **submit** below.

SAMPLE