CT Cultural Fund - Grantee Survey

As part of grant awards from the Connecticut Cultural Fund, grantees are required to complete pre- and post-data reporting so that the cultural sector in Connecticut can better describe our reach and impact in Connecticut now and as a result from this significant funding boost. This is vitally important for us to make the case to retain this investment in the sector in the future.

The following data reporting is to assess our initial baseline. Please answer as accurately as possible (though a good estimate is preferred to no answer at all) and understand there are no wrong answers. We want to know where we are as a state now, and how it changes over time with this increased funding.

This is NOT an organizational assessment, and your responses will not impact your current or future funding levels.

Some things to note before you begin:

- Individual organizations may not be doing all of the activities described in this survey. That's OK. We want to know what you are doing now, and that means skipping some questions may be appropriate if they don't describe your activities.
- We will be asking for 2019 and 2021 data on some questions. This is to help us understand how the pandemic affected visitation from previously established "normal."
- Some questions may be similar to questions from your grant application. We are asking again to help us with the rigorous analysis of this data set, and thank you for your patience repeating your response!
- Some questions are optional now, but will be required at the end of 2022. In other words, if you are not counting now, please start!
- We recommend completing this survey on a desktop computer or laptop (though it is accessible via tablet or phone; it will just be easier on a computer!).
- To help you gather the data you need for this survey, you can download a PDF of the questions here.

This survey is mandatory to receive your grant. The deadline for completing this survey is January 15, 2022.

If you have any questions about your grant, please contact Scott Wands at swands@cthumanities.org. If you have any questions about this data collection, please contact Susie Wilkening at susie@wilkeningconsulting.com.
Part 1 - Organizational Information

1) Organization Name: ________________________________________________

2) What type of organization are you? (Choose all that apply.)

[ ] Art museum
[ ] Arts center
[ ] Arts council/agency
[ ] Arts service organization (e.g., arts education, alliances; does not include presenters/producers)
[ ] Children’s museum
[ ] Cinema
[ ] Cultural series organization
[ ] Designated regional service organization
[ ] Fair/festival
[ ] Gallery/exhibit space
[ ] Historic site
[ ] Historical society
[ ] History museum
[ ] Nature center
[ ] Performing facility
[ ] Performing group
[ ] School of the arts
[ ] Science museum or center
[ ] Theater company
[ ] Transportation museum
[ ] Tribal Nation, museum, or cultural center
[ ] University- or college-based museum or gallery
[ ] Zoo/aquarium
[ ] Other (please specify): ___________________________________________
3) Organization's physical location - City or town:

(If you have multiple sites, please indicate for your headquarters. If you have no physical location, please indicate the location your postal mail is delivered.)

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4) Organization's physical location – County:

(If you have multiple sites, please indicate for your headquarters. If you have no physical location, please indicate the county in which your postal mail is delivered.)

( ) Fairfield  
( ) Hartford  
( ) Litchfield  
( ) Middlesex  
( ) New Haven  
( ) New London  
( ) Tolland  
( ) Windham

We know we always ask you this, but providing your CT House and Senate districts will allow us to filter the overall data to be able to share impact on a district level, helping with our advocacy efforts for ongoing funding. Please help us out by providing it again. You can look up your districts at: https://www.cga.ct.gov/asp/menu/cgafindleg.asp

5) Connecticut House of Representatives District:

_________________________________________________

6) Connecticut Senate District:

_________________________________________________

7) Your name:

_________________________________________________

8) Your email address:

_________________________________________________
Part 2 - Staffing

9) How many paid full-time employees does your organization currently employ?
____________________________________________________________________________

10) How many paid part-time employees does your organization currently employ?
____________________________________________________________________________

11) How many paid independent contractors did your organization employ in 2021?

A “contractor” is anyone you hire to help your organization achieve its mission who is not salaried, whether they are hired long- or short-term. Contractors could include musicians, curators, social media managers, etc. Do not include contractors whose work does not directly support your mission, such as electricians or your auditor.
____________________________________________________________________________

12) How many paid employees will your organization expect to add to your payroll because of this grant?

[ ] Full time: _________________________________________________________________
[ ] Part time: _________________________________________________________________
[ ] We will not be adding staff

13) How many volunteers donated their time to your organization in 2021?
____________________________________________________________________________

14) In 2021, how many hours have volunteers contributed to your organization?
____________________________________________________________________________
Part 3 – 2019 Visitation

We want to capture visitation information from before the pandemic as well as in the past year. We are asking for information from both 2019 and 2021. We will also be asking for this information in future years.

Exact numbers are preferred, but good estimates are welcomed if you don't have exact numbers.

We are starting with 2019 (pre-pandemic) questions.

15) How many visitors visited your organization in 2019 in person?

This can include:

- General/everyday admissions
- Program attendees
- Special event attendees
- Performing arts audiences
- PreK-12 school program attendees
- And anyone else who visited/participated in person

16) Which of the following in-person attendance data did you collect in 2019?

[ ] Geographic (i.e., where visitors are from)
[ ] Age
[ ] Race and ethnicity
[ ] We did not collect any of this data

Question 17 for organizations that collected geographic information

17) What percentage of your 2019 in-person visitors were:

________% Connecticut resident
________% Out-of-state/international
Question 18 for organizations that collected age of visitors

18) What percentage of your 2019 in-person visitors were:

_______% Children (age 17 and younger)
_______% Adults 18 - 64
_______% Adults 65 or older

Question 19 for organizations that collected the race and ethnicity of visitors

19) What percentage of your 2019 in-person visitors were:

_______% Black/African American/of African descent
_______% American Indian/Native American/Alaska Native/Native Hawaiian/Pacific Islander/Indigenous American
_______% Asian/South Asian/Asian American
_______% Hispanic/Latino/Latina/Latinx/Latin American
_______% Middle Eastern
_______% Multi-racial/Mixed race or ethnicity
_______% White
_______% Any other race or ethnicity not described above
Part 4 – 2021 Visitation

20) Now we want to know about 2021.

How many visitors visited your organization in 2021 in person?

This can include:

- General/everyday admissions
- Program attendees
- Special event attendees
- Performing arts audiences
- PreK-12 school program attendees
- And anyone else who visited/participated in person

________________________________________________________________________

21) Which of the following in-person attendance data did you collect in 2021?

[ ] Geographic (i.e., where visitors are from)

[ ] Age

[ ] Race and ethnicity

[ ] We did not collect any of this data

Question 22 for organizations that collected geographic information

22) What percentage of your 2021 in-person visitors were:

_______% Connecticut Residents

_______% Out-of-state/international

Question 23 for organizations that collected age of visitors

23) What percentage of your 2021 in-person visitors were:

_______% Children (age 17 and younger)

_______% Adults 18 - 64

_______% Adults 65 or older
24) What percentage of your 2021 in-person visitors were:

- ______% Black/African American/of African descent
- ______% American Indian/Native American/Alaska Native/Native Hawaiian/Pacific Islander/Indigenous American
- ______% Asian/South Asian/Asian American
- ______% Hispanic/Latino/Latina/Latinx/Latin American
- ______% Middle Eastern
- ______% Multi-racial/Mixed race or ethnicity
- ______% White
- ______% Any other race or ethnicity not described above

For organizations that did not collect in-person attendance data

Please attempt to collect this information in 2022 and future years, as we'll be asking grantee organizations in order to help assess if the cultural sector is effectively reaching a diverse population. If you need advice on how to do this, stay tuned--CT Humanities and their partners will be providing resources and trainings on this in the coming year.

For organizations that did collect in-person attendance data

Great job collecting this data! You can expect us to continue to ask for this information in future years, so please continue to collect it.
Part 5 – Programmatic Information

We want to capture in-person programmatic information from before the pandemic as well as in the past year. We are asking for information from both 2019 and 2021.

If you don’t have exact data, but do have good estimates, please provide those estimates. But if you are truly guessing, we would prefer you choose “I don’t know.”

Please be sure to collect this data in 2022 and following years!

25) How many new exhibitions did you open? Note we are asking about 2019 and 2021.

[ ] 2019: _________________________________________________
[ ] 2021: _________________________________________________
[ ] We did not open any new exhibitions
[ ] I don’t know

26) How many in-person programs did you host? “Programs” can include classes, lectures, camps, family programs, etc.

Please indicate the number of programs for both adult audiences and for family/children’s audiences. Do NOT include PreK-12 school programming.

[ ] 2019: _________________________________________________
[ ] 2021: _________________________________________________
[ ] We did not host any in-person programs
[ ] I don’t know
27) How many performing arts performances did you host in person?

Do NOT include performances solely for PreK-12 school programming.

[ ] 2019: ____________________________

[ ] 2021: ____________________________

[ ] We did not host any performing arts performances

[ ] I don’t know
Part 6 - Virtual Engagement

We want to capture virtual programmatic information from before the pandemic as well as in the past year. We are asking for information from both 2019 and 2021. We will be asking about PreK-12 virtual content later.

If you don’t have exact data, but do have good estimates, please provide those estimates. But if you are truly guessing, we would prefer you choose “I don’t know.”

Please be sure to collect this data in 2022 and following years!

28) To start, we are asking about 2019 virtual engagement.

In 2019, how many virtual programs did you host? Please indicate the number of programs for the following categories.

(We’ll be asking about PreK-12 school programs later.)

[ ] Virtual tours: _________________________________________________
[ ] Lectures/discussion-based programs: _________________________________________________
[ ] Adult classes: _________________________________________________
[ ] Kids classes: _________________________________________________
[ ] Kids camps: _________________________________________________
[ ] Book club meetings: _________________________________________________
[ ] Performing arts performances: _________________________________________________
[ ] Fundraisers for your organization: _________________________________________________
[ ] Online aids for accessing research resources/library virtually: __________________________
[ ] New videos posted on YouTube or other platform: ________________________________
[ ] We did not host any virtual programs in 2019
[ ] Other (please specify): _________________________________________________
For organizations that hosted virtual programs in 2019

29) How many people participated in your virtual programs in 2019? (We realize this may be an estimate. Please count a single video view as one participant. Do not include PreK-12 participation in this question.)

_____________________________________________________________________________

30) In 2021, how many virtual programs did you host? Please indicate the number of programs for the following categories.

(We’ll be asking about PreK-12 school programs later.)

[ ] Virtual tours: ______________________________________________________________________
[ ] Lectures/discussion-based programs: ______________________________________________________________________
[ ] Adult classes: ______________________________________________________________________
[ ] Kids classes: ______________________________________________________________________
[ ] Kids camps: ______________________________________________________________________
[ ] Book club meetings: ______________________________________________________________________
[ ] Performing arts performances: ______________________________________________________________________
[ ] Fundraisers for your organization: ______________________________________________________________________
[ ] Online aids for accessing research resources/library virtually: ______________________________________________________________________
[ ] New videos posted on YouTube or other platform: ______________________________________________________________________
[ ] We did not host any virtual programs in 2021
[ ] Other (please specify): ______________________________________________________________________

For organizations that hosted virtual programs in 2021

31) How many people participated in your virtual programs in 2021? (We realize this may be an estimate. Please count a single video view as one participant. Do not include PreK-12 participation in this question.)

_____________________________________________________________________________
32) Does your virtual content provide a source of earned revenue for your organization?

(An estimate is fine. Do not include revenue from PreK-12 school participation.)

[ ] No
[ ] Yes. In 2019 we brought in $: ________________________________
[ ] Yes. In 2021 we brought in $: ________________________________
[ ] We don’t provide any virtual content

33) What kinds of professional development could your staff use for producing virtual content?

[ ] Training for Zoom, Google Meets, or Facebook Live
[ ] Basic camera skills (photography/videography)
[ ] Editing (photo, sounds, or video)
[ ] Website development and maintenance
[ ] HTML coding
[ ] Basics of graphic design
[ ] Writing for virtual content
[ ] Lighting and sound design
[ ] Copyright/fair-use training
[ ] Public speaking/interviewing/interpersonal communication
[ ] Adobe Creative Cloud app training
[ ] None of these
[ ] Other (please specify): ________________________________
34) What kinds of equipment or software subscriptions do you need (but do not currently have) that would help you be more effective at virtual content?

[ ] Adobe Creative Cloud subscription
[ ] Cameras and microphones for a higher-quality "studio"
[ ] Specialized cameras/camera set ups (360 cameras, GoPros, overhead)
[ ] Online graphic/video editors (Canvas, Pixelied, Animoto)
[ ] Automation email service (mail chimp)
[ ] Survey development (SurveyMonkey, Typeform, Alchemer, etc.)
[ ] Livestreaming (Streamyards, Streamlabs, Restream)
[ ] Zoom/ video conference software
[ ] Smart screens
[ ] Backdrops / greenscreens
[ ] Education technology platforms (Genially, Thinglink, etc.)
[ ] None of these
[ ] We don’t know enough to know what we need for virtual programming
[ ] Other (please specify):: ____________________________

35) Will your Connecticut Humanities grant help you purchase equipment or subscriptions for virtual content production?

( ) Yes
( ) No
( ) Maybe/not sure

36) Does your organization currently have broadband access?

( ) Yes
( ) No
37) When did your organization install Wi-Fi at your site? (If you have multiple sites, please indicate for your headquarters/main site.)

( ) We are about to or will with our Connecticut Humanities grant
( ) 2020 or 2021
( ) 2019 or earlier
( ) We haven't installed Wi-Fi
( ) We don't have a physical location
Part 7 - PreK-12 Education

We want to capture data about your PreK-12 educational programming from before the pandemic as well as in the past year. We are asking for information from both 2019 and 2021.

If you don’t have exact data, but do have good estimates, please provide those estimates. But if you are truly guessing, we would prefer you choose “I don’t know.”

Please be sure to collect this data in 2022 and following years!

38) How many children participated in your PreK-12 school programs in 2019 and 2021 in person? This number should not include chaperones or teachers. Note we are asking about 2019 and 2021.

[ ] 2019: ________________________________
[ ] 2021: ________________________________
[ ] We did not host any PreK-12 school program in either year
[ ] I don’t know

For organizations that hosted PreK-12 school programs in 2019

39) For your 2019 PreK-12 participation, please break down your in-person visitation by the following grade segments.

For this question, please indicate only the number of children participating in 2019.

Preschool/Pre-K: ________________________________
K-5 (elementary school): ________________________________
6 - 8 (middle school): ________________________________
9 - 12 (high school): ________________________________
For organizations that hosted PreK-12 school programs in 2021

40) For your 2021 PreK-12 participation, please break down your in-person visitation by the following grade segments.

For this question, please indicate only the number of children participating in 2021.

Preschool/Pre-K: _________________________________________________
K-5 (elementary school): _________________________________________________
6 - 8 (middle school): _________________________________________________
9 - 12 (high school): _________________________________________________

For organizations that hosted PreK-12 school programs in 2019 and/or 2021

41) How many classrooms did you host for in-person field trips or programs?

Please indicate by number of classrooms. That is, if your local elementary school sent all of their fourth-grade students, and they have 5 classes, you would count that as “5 classrooms.”

In 2019: _________________________________________________
In 2021: _________________________________________________

42) Did your organization have virtual content available to PreK-12 schools and educators prior to the COVID-19 pandemic (that is, created in 2019 or earlier)?

Virtual content includes lesson plans, videos intended for classroom use, virtual field trips and programs, etc.?

( ) Yes
( ) No
( ) I don’t know
( ) Other - please specify: _________________________________________________
43) What kinds of virtual content for PreK-12 school use did you create since the COVID-19 pandemic began (that is, in 2020-2021)?

[ ] Lesson plans or curricula
[ ] Virtual field trips
[ ] Guest speakers or demonstrators (engaging live with students via Zoom, etc.)
[ ] Videos intended for classroom use
[ ] Virtual tours
[ ] Online games, puzzles, etc.
[ ] Simulations (e.g., historical reenactments, mock trials, etc.)
[ ] Professional development for educators
[ ] We did not create any virtual content for PreK-12 schools during this period
[ ] Other (please specify): _________________________________________________

For organizations that created new PreK-12 virtual content in 2020-2021

44) How many virtual field trips, programs, or new content (such as lesson plans, videos intended for classroom use, etc.) did your organization create for PreK-12 schools in 2020-2021 (since the pandemic began)?

______________________________________________________________________

45) How many classrooms did you host for virtual field trips or programs?

Please indicate by number of classrooms that participated.

[ ] In 2019: __________________________________________________________
[ ] In 2021: __________________________________________________________
[ ] We did not host any virtual field trips in either year
[ ] I don’t know
For organizations that hosted PreK-12 programs in 2019 or 2021

46) Please share your best estimate of the number of PreK-12 students your virtual content reached in:

[ ] 2019: _________________________________________________
[ ] 2021: _________________________________________________
[ ] I don’t know

47) What types of content, both in-person and virtual, do you produce for PreK-12 school audiences?

[ ] Art
[ ] History
[ ] Science
[ ] Nature
[ ] Mathematics
[ ] Literature/English language arts
[ ] Music
[ ] Performing arts
[ ] Geography
[ ] Physical education
[ ] Civics/government
[ ] None of these
[ ] Other - please specify: _________________________________________________
Part 8 – IDEA in Your Organization

48) Are you currently undertaking IDEA (inclusion, diversity, equity, and access; can also be DEI, DEAI, or other similar acronyms) initiatives in your organization?

[ ] Yes, we have an IDEA statement
[ ] Yes, we have undergone IDEA training
[ ] Yes, we have produced IDEA programming
[ ] No, but we plan to in the upcoming year
[ ] No, and we have no immediate plans to do so

*For organizations that said “yes” to question 48*

49) When you talk about IDEA in your workplace, what different populations or communities do you typically discuss (or plan to discuss in the upcoming year)?

[ ] Race and ethnicity
[ ] Gender
[ ] LGBTQ+
[ ] Religion
[ ] Disabilities
[ ] Educational attainment
[ ] Income/class
[ ] Geography (e.g., urban/suburban/rural)
[ ] We haven't talked about IDEA
[ ] Other (please specify): __________________________________________

*For organizations that said “no” to question 48*

50) We'd like to know why you are not doing or planning any IDEA initiatives at your organization. What are your concerns?

____________________________________________________________________
____________________________________________________________________
____________________________________________________________________
For the following questions, we would like you to share demographic information about the composition of your staff and board. We realize some of these questions may feel uncomfortable, but Connecticut Humanities will be using this data as a benchmark for where our sector is now, so that we can track our sector’s inclusion efforts in the future.

For some of these questions, we realize you may not know exact percentage as some things may not be obvious or disclosed to you. Please share based on what you know and make no assumptions.

51) What is the composition of your staff by race and ethnicity? (Please indicate by percentage; it can add up to more than 100%.)

______% Black/African American/of African descent
______% American Indian/Native American/Alaska Native/Native Hawaiian/Pacific Islander/Indigenous American
______% Asian/South Asian/Asian American
______% Hispanic/Latino/Latina/Latinx/Latin American
______% Middle Eastern
______% Multi-racial/Mixed race or ethnicity
______% White
______% Any other race or ethnicity not described above
[ ] We don’t know the answer, but we’d like to learn how we can collect this information

52) What percentage of your staff considers themselves part of the LGBTQ+ community?

( ) ______%
( ) We don’t know the answer, but we’d like to learn how we can collect this information

53) What percentage of your staff has a disability? This can include a physical disability, a cognitive or learning disability, sensory sensitivity or Autism Spectrum Disorder, or mental illness.

( ) ______%
( ) We don’t know the answer, but we’d like to learn how we can collect this information
54) How many people currently serve on your board of trustees (or other governing authority)?

_________________________________________________

55) What is the composition of your board by race and ethnicity? (Please indicate by percentage; it can add up to more than 100%.)

______% Black/African American/of African descent
______% American Indian/Native American/Alaska Native/Native Hawaiian/Pacific Islander/Indigenous American
______% Asian/South Asian/Asian American
______% Hispanic/Latino/Latina/Latinx/Latin American
______% Middle Eastern
______% Multi-racial/Mixed race or ethnicity
______% White
______% Any other race or ethnicity not described above
[ ] We don't know the answer, but we'd like to learn how we can collect this information

56) What percentage of your board considers themselves part of the LGBTQ+ community?

( ) ______%
( ) We don't know the answer, but we'd like to learn how we can collect this information

57) What percentage of your board has a disability? This can include a physical disability, a cognitive or learning disability, sensory sensitivity or Autism Spectrum Disorder, or mental illness.

( ) ______%
( ) We don't know the answer, but we'd like to learn how we can collect this information
Part 8 – Wrapping Up

You are almost done! Two last questions for you.

58) Are you interested in learning more about planning and participating in America 250?

This initiative includes civics and democracy topics in the lead-up to the 250th anniversary of the signing of the Declaration of Independence in 2026.

( ) Yes
( ) Maybe – I’m not sure if fits in our mission, but I’m open to hearing about it
( ) No, this isn’t in our mission

59) Imagine you were talking directly to one of your state legislators, who is deciding whether this funding initiative for the cultural sector should continue. In a sentence or two, please share how your grant really matters to your community and organization.

____________________________________________
____________________________________________
____________________________________________
____________________________________________

Thank you so much for helping us with this data collection! We’ll be checking in again at the end of this granting period. Click on “submit” to finalize your submission.