

WHAT IS IT?

Arts Learning Collaboration Grants enhance the work of school-based arts teaching and learning programs through collaborative projects taking place in-school, after-school, or during summer/inter-session and in-services in one of the following three categories:

- **Planning:** Future project planning, curriculum development, evaluation, resource development, etc.
- **Professional Development:** Training and learning for certified arts educators, classroom teachers, administration, teacher/artist teams, etc.
- **Student Learning:** Sequential, hands-on learning in, though, and/or about the arts.

WHO'S IT FOR?

Arizona PreK-12 schools or school districts. Whether it's a collaboration between teachers or departments within a school, between multiple schools within a district, or between a school and a community arts resource (teaching artists or arts organizations) the Arts Learning Collaboration Grant is available to help advance arts learning in your school.

AWARD AMOUNT

Schools or districts can request the following flat grant amounts which require a 1:1 match. A combination of cash and in-kind contributions may be used to match the grant. In-kind contributions may comprise no more than 50% of the match.

GRANT REQUEST	MATCH REQUIRED	MINIMUM TOTAL PROJECT BUDGET
\$1,500	\$1,500 (minimum \$750 cash match)	\$3,000
\$2,000	\$2,000 (minimum \$1,000 cash match)	\$4,000
\$2,500	\$2,500 (minimum \$1,250 cash match)	\$5,000

FUNDING PERIOD AND DUE DATES

Eligible project activities must take place between July 1, 2019 and June 30, 2020.

CYCLE A

Application Due

May 30, 2019, 11:59 pm

Funding Period

July 1, 2019 and June 30, 2020

CYCLE B

Application Due

September 5, 2019, 11:59 pm

Funding Period

November 1, 2019 and June 30, 2020

CYCLE C

Application Due

January 30, 2020, 11:59 pm

Funding Period

March 1, 2020 and June 30, 2020.

PRIMARY STAFF CONTACT

Anastasia Freyermuth

Arts Learning and Evaluation Coordinator

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TECHNICAL SUPPORT

For questions regarding the Submittable online submission platform:

Email: support@submittable.com

Phone: (855) 467-8264, ext. 2

Web: help.submittable.com

ELIGIBLE EXPENSES

Grant funds may be used for any of the following (this list is not comprehensive):

- artist, consultant, and other fees
- materials or supplies
- travel costs
- technology
- documentation
- evaluation

Grant funds cannot be used for any projects, or days of a project, that take place before the start date of the cycle in which they are submitted, and/or after the end of the fiscal year.

THE APPLICATION

When you're ready, go to <https://azarts.gov/grant/arts-learning-collaboration-grant/> and click on "Apply Now." This will take you to a website called Submittable where you'll submit your application materials. Please note that late or incomplete applications will be ineligible for review or funding.

SCHOOL INFORMATION

School Information collected in this section of the application is used solely for internal and reporting purposes and will not be considered during the application review.

- School District (if applicable)
- County
- Secondary Point of Contact
- Authorizing Official
- IRS Letter of Determination (if applicable).
- Fiscal Sponsor Letter of Agreement (if applicable).
- Demographic make-up of organization staff and board

PROJECT OVERVIEW

- Project Title (10 word limit)
- Project Category
- Proposed Start and End Date of Project
- Collaborator Names/Titles (70 word limit)
- Demographic make-up of collaborator's involved

NARRATIVE

Narrative responses are limited to a maximum word (not character) count. Composing responses in a separate document allows an applicant to monitor the word counts set for each question.

Project Overview (500 word limit)

Provide a detailed description of your proposed project. What do you hope the project will achieve?

Community of Learners (400 word limit)

What specific population(s) of learners has this project been designed to serve? Describe their assets and what they bring to the project. How will the work you propose reflect or respond to this community of learners?

Collaborators (400 word limit)

Describe the collaborators, their assets and what they bring to the project. Why are they a strong fit for the project?

Baseline Information (if applicable) (200 word limit)

If this is an ongoing project, describe how the project will build on previously-conducted work

Project Timeline

Use the table provided to create a detailed timeline for the activities that will occur within the proposed start and end date of the project. Activities can include: planning the project, proposed project activities, and any evaluation or assessment. Convey a sense of the arc of the project from beginning, through the middle, to the end.

Evaluation (300 word limit)

State three major objectives and outcomes for this project. What method(s) will you use to evaluate how well the project achieved these objectives? If you have completed a similar project in the past, please share the evaluation results.

PROJECT BUDGET

Project Expenses and Sources List

List all project expenses. Provide a short explanation of the expense and list its funding source (the Arts Commission grant, various cash match sources, and/or in-kind). Estimate a dollar amount for in-kind services. Schools or districts can request the flat grant amounts below which require a 1:1 match. A combination of cash and in-kind contributions may be used to match the grant. In-kind contributions may comprise no more than 50% of the match.

Grant Amount Requested

Enter which of the three flat grant amounts you are requesting for your project: \$1500, \$2000, or \$2500.

Budget Narrative (300 word limit)

Provide a detailed budget narrative. Be as specific as possible about how you will use the grant funds, and the project's various fees and costs. This is your opportunity to bring your project's budget to life, as if you were explaining it to the grant review panel.

EVALUATION CRITERIA

Quality of Proposed Project

Application demonstrates a strong collaboration and asset-based premise.

Does the application clearly outline the important details of the project? Have you articulated the specific assets and contributions of the community of learners and collaborators involved? Does the application use asset-based language (like unique, passionate, capable, thriving) as opposed to deficit-based language (like at-risk, lacking, marginalized, underserved)?

Potential Impact

Application centers expected benefit to learners.

Are the objectives, outcomes and methods of evaluation well defined and relevant for the learners involved? Do the community of learners have a voice in the development and implementation of the project?

Viability

Application demonstrates a strong project plan and appropriateness of budget.

Does the application demonstrate substantial evidence that the proposal will be realized within the proposed project timeline? Are the expenses you describe appropriate to the project you propose?

Integrity of Proposed Project

Viewed as a whole, the application demonstrates a consistency of proposed actions, values, methods, and goals.

Does the application articulate how the proposed project reflects or responds to the community of learners involved? Are the collaborators of the community or culture in which the project is rooted, and if not, how is the project dealing with questions of relevance, bias, and power dynamics?

APPLICANT ELIGIBILITY

- An applicant must be an Arizona PreK-12 school or school district with tax-exempt status.
- An applicant may submit only one application per cycle and may receive only one Arts Learning Collaboration Grant per fiscal year.
- Individual teaching artists or arts organizations may only be listed as collaborators for a maximum of seven (7) Arts Learning Collaboration Grant applications in any given fiscal year.

FUNDING RESTRICTIONS

This program does not fund the following:

- Organizations and schools that received Arts Commission funding in Fiscal Year 2019, but failed to file a final report.
- Applications submitted by for-profit organizations.
- Applications that seek to supplant arts programs, curriculum or arts educators in schools.
- Strictly field trip or performance-based activities.
- Support for teacher, staff or board member salaries (stipends for professional development or supplemental activities beyond the teacher/employee contract are eligible for support through this grant).
- Support for individual professional development activities which would otherwise be eligible for a Professional Development Grant.
- Applications submitted for both a Festival and an Arts Learning Collaboration Grant which seek funding for the same project or activities.
- Funding for insurance.
- Food and beverages for any purpose.
- Fundraising projects.
- Space/costume/set rental.
- Scholarships, awards and competitions.
- Religious institution-led or religious group-sponsored projects not open to participation by non-congregants.
- Religious institution-led or religious group-sponsored projects whose primary purpose is the religious socialization of individuals or which exist as parts of religious sermons or services.
- Producing organizations to tour or present themselves.
- Indirect costs.
- Grant administration, overhead or processing fees taken by an umbrella/parent organization as a percentage of the total award, with the exception of fiscal sponsors.

FREQUENTLY ASKED QUESTIONS

1. Can my school apply for an Arts Learning Collaboration Grant in multiple cycles?

Individual schools or districts may only receive one Arts Learning Collaboration Grant per fiscal year. For example, if a school or district applies in one of the three Cycles for Fiscal Year 2020 and IS funded, they may not apply again in the following Cycle for that Fiscal Year. If the application is NOT funded, it can be resubmitted in a future cycle.

2. Where can the matching funds come from?

Matching funds may come from any combination of school district maintenance and operations, Title I, Title II or other local funds (e.g. tax credit, PTO/PTA) as appropriate, foundations, private donations, earned revenue or other grants (excluding other Arts Commission grants).

3. What can be used as in-kind support?

In-kind support could include teacher salaries for time spent on the project, administrative support time, volunteers, supplies provided for the project, etc. Contact Arts Commission staff for questions related to other possible in-kind support.

4. Can a school district and a school within that district both apply?

An individual school and a school district may each submit separate applications, but they must be for completely distinct and separate projects.

5. When should I contact my district about applying for this grant?

We recommend contacting the Grant Department or Fiscal Office at your district 2-3 months prior to the application deadline.

ARIZONA COMMISSION ON THE ARTS

One of 56 state and jurisdictional arts agencies across the United States, the Arizona Commission on the Arts is a 52-year-old agency of the State of Arizona and a leading force in the creative and professional development of Arizona's arts sector. Through robust programs, research initiatives and strategic grantmaking, the Arts Commission catalyzes arts-based partnerships that strengthen Arizona communities through the arts.

We imagine an Arizona where everyone can participate in and experience the arts.

For more information, contact us at (602) 771-6501 or email info@azarts.gov or visit www.azarts.gov. To request this or any other publication in an alternate format, contact the Arts Commission offices. An equal employment opportunity agency.

