

## WHAT IS IT?

Lifelong Arts Engagement Grants support projects that foster meaningful arts learning experiences in community settings for adult learners of any age. Projects can include, but are not limited to, using creative expression to improve quality of life for older adults (Creative Aging), intergenerational projects, and/or providing sequential hands on learning in, through, or about the arts for adult learners.

## WHO'S IT FOR?

Arizona nonprofit organizations with tax-exempt status or units of government working with adult learners of any age and/or intergenerational programming.

## ELIGIBLE EXPENSES

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

- artist, consultant, and other fees
- support for staff salaries
- 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 (June 30, 2022).

### AWARD AMOUNT

Organizations can request \$5,000 to \$10,000.

### FUNDING PERIOD AND DUE DATES

Eligible project activities must take place between July 1, 2021 and June 30, 2022.

#### CYCLE A

##### Application Due

August 5, 2021, 11:59 pm

##### Funding Period

July 1, 2021 and December 31, 2021

#### CYCLE B

##### Application Due

November 11, 2021, 11:59 pm

##### Funding Period

January 1, 2022 and June 30, 2022

### PRIMARY STAFF CONTACT

#### Elisa Radcliffe

Arts Learning Manager

Phone: (602) 771-6528

Email: [eradcliffe@azarts.gov](mailto:eradcliffe@azarts.gov)

### TECHNICAL SUPPORT

For questions regarding the Submittable online submission platform:

Email: [support@submittable.com](mailto:support@submittable.com)

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

Web: [help.submittable.com](http://help.submittable.com)

## THE APPLICATION

When you're ready, go to <https://azarts.gov/grant/lifelong-arts-engagement/> 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.

Address each of these aspects of your proposal. You can type up your proposal narrative or you can upload it in video or audio recordings.

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.

If you share your proposal narrative in video or audio recordings keep it simple and to the point. The recordings should be just you, describing your proposal and answering the questions listed. Please do not include edits of your work samples or special effects. Production quality of these recordings will not be considered in your review. Just make sure we can hear and understand you and keep editing and post-production embellishment to a minimum.

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## ORGANIZATION INFORMATION

Organization 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.

- Organization Name
- Organization Mission Statement
- 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

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## PROJECT INFORMATION

- Project Title (10 word limit)
- Project Summary (75 word limit)
- Proposed Start and End Date of Project

## NARRATIVE

### **Project Overview (400 word limit, 4 minute audio/video limit)**

Provide a detailed description of your proposed project. What do you hope the project will achieve? If this is an ongoing project, describe how the project will build and shift based on previously-conducted work.

### **Community of Learners (300 word limit, 3 minute video/audio limit)**

What specific population(s) of learners are central to this project? Describe their assets and what they bring to the project.

### **Integrity of Project (300 word limit, 3 minute audio/video limit)**

How will the work you propose reflect or respond to this community of learners? How is the project dealing with questions of culture, relevance, bias, and power dynamics?

### **Organization (300 word limit, 3 minute video/audio limit)**

Describe the mission of your organization and its connection to arts learning based work. Who on your team, including teaching artists and/or partners, will lead this work? Describe their assets and what they bring to the project. Why are they a strong fit for the project?

### **Project Setting (150 word limit, 2 minute video/audio limit)**

Where is the work taking place? Describe how this location is accessible to the community of learners and why it is important to the proposed project.

### **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 (200 word limit, 2 minute audio/video 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

### **Grant Amount Requested**

Enter the grant amount you are requesting for this project. Organizations can request \$5,000 to \$10,000.

### **Project Expenses**

List all project expenses including any expenses that exceed the grant amount and provide a short explanation of the expense.

### **Budget Narrative (200 word limit, 2 minute audio/video 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 cost. If your project budget exceeds the grant amount requested, explain additional funding sources. 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

Here's what panelists will be thinking about as they review your application materials:

### Quality of Proposed Project

Application demonstrates a strong arts learning project 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)? (See FAQ 1 for more information)

### 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?

### 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?

## APPLICANT ELIGIBILITY

- Eligible organizations include: adult day centers, assisted living facilities, arts and cultural organizations, community-based service organizations, libraries, neighborhood centers, parks and recreation departments, retirement communities, rehabilitation centers, social service organizations, university/college departments and more. Unincorporated organizations may apply through a registered nonprofit fiscal sponsor.
- An applicant may submit only one application per cycle and may receive only one Lifelong Arts Engagement Grant per fiscal year.
- The Arts Commission limits the number of applications that may be submitted by an organization or unit of government to one arts learning application per funding period. (See FAQ number 4 for more information.)

## FUNDING RESTRICTIONS

This program does not fund the following (*This list is not comprehensive.*):

- Organizations and schools that received Arts Commission funding in Fiscal Year 2021, but failed to file a final report.
- Applications submitted by for-profit organizations.
- Strictly field trip or performance-based activities.
- An organization's season or seasonal series of presented or produced work.
- Projects for youth 24 and under, which would otherwise be eligible for a Youth Arts Engagement Grant.
- Support for individual professional development activities which would otherwise be eligible for an Opportunity Grant for Teaching Artists.
- Support for projects which would otherwise be eligible for a Festival Grant.
- 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

The following section provides answers to a few of the most frequently asked questions regarding Lifelong Arts Engagement Grant applications. This section is not comprehensive. If your questions are not answered here, please contact the appropriate staff contact.

### 1. **What is asset based vs. deficit-based language? How can we address various inequalities in our narrative?**

Asset-based language focuses on the unique attributes the participants bring to the project (passionate, capable, thriving) as opposed to deficit-based language that define people and places by perceived insufficiencies (like at-risk, lacking, marginalized, underserved). If you're talking about a problem, use language that reflects that systematic disparities and communitywide problems in fact have systemic causes, that harm has been done, and that these are not self-caused problems, and explicitly describe those systems whenever possible. Let's not define people and places by their deficits. But let's also commit to telling the truth about how those deficits got there.

# LAE LIFELONG ARTS ENGAGEMENT GRANT

## 2. Can I apply for a Lifelong Arts Engagement Grant in multiple cycles?

Individual organizations/entities may only receive one Lifelong Arts Engagement Grant per fiscal year. For example, if an organization applies in one of the two Cycles for Fiscal Year 2022 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.

## 3. Are school-based projects, or partnerships with schools or school districts, eligible for a Lifelong Arts Engagement Grant?

No. Projects partnering with schools or school districts working with youth 24, outside of traditional school time, would be eligible for a Youth Arts Engagement Grant.

## 4. I'm an arts organization, am I eligible to apply directly and serve as a partner in another project?

No. Due to the size and scale of the Lifelong Arts Engagement grant program, arts organizations awarded an LAE grant, are not eligible to serve as a partner on other Lifelong Arts Engagement grant funded projects.

## 5. My organization is eligible for multiple arts learning grant programs. Can I apply for more than one?

No. Though an organization may be eligible for more than one arts learning grant program, the Arts Commission limits the number of applications which may be submitted by an applicant to one arts learning grant program within the same funding period. As an example, an applicant who applies to the Lifelong Arts Engagement Grant program in Fiscal Year 2022 may not apply for a Youth Arts Engagement Grant that same year.

## 6. My organization is eligible for other Arts Commission grants (not arts learning related). Can I apply to those?

Yes. Organizations which are eligible for multiple grant programs offered by the Arizona Commission on the Arts may apply for and receive both an arts learning grant and another grant from a different department. For example, if an organization is awarded a Lifelong Arts Engagement Grant and they could also apply for and receive a general operating support grant that same year. This applies to arts learning grant programs only; other grant programs may retain application limits and guidelines should be reviewed carefully for specific eligibility.

## 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](mailto:info@azarts.gov) or visit [www.azarts.gov](http://www.azarts.gov). To request this or any other publication in an alternate format, contact the Arts Commission offices. An equal employment opportunity agency.

