

FY23 ARTS LEARNING PROJECT GRANT

Supporting Arts Learning Activities for Pre-K – 12 and Lifelong Learning



APPLICATION QUESTIONS AND SUPPORT MATERIAL

The questions below are for informational purposes only. All applications must be submitted online using the Nevada Arts Council application portal, [Submittable](#).

ELIGIBILITY

- Applicant Type
 - Non-profit Organization
 - Public Institution (including federally recognized tribes, state or local government, schools, public libraries, and institutions of higher education)
- Applying Organization or Public Institution Name
- Applicant Address (include street address, city, state, and zip)
- Primary Contact Information
- Authorizing Official Contact Information (The Authorizing Official is the person who is permitted to enter into legal contracts on behalf of the organization)
- Federal Employer Identification Number (FEIN)
- Unique Entity Identifier (UEI) Number

NEW FOR FY23: All organizations applying for funding from the Nevada Arts Council will be required to have a Unique Entity ID (UEI) from SAM.gov in alignment with requirements from the National Endowment for the Arts. This UEI will officially take the place of a DUNS number as of April 4, 2022, which will no longer be required. For more information:

<https://www.nvartscouncil.org/grants/resources-for-grant-applicants/>
- IRS 501c3 Letter of tax-exemption (for non-profit organizations only)
- Grant Request Amount (up to \$7,000)

SECTION A (Questions #1-#9): PROJECT DESIGN AND CONTENT (25 POINTS)

REVIEW CRITERIA:

- ***Project is well designed with a realistic timeline***
 - ***Clearly describes proposed educational content (including [Nevada Academic Content Standards for Fine Arts for Pre-K-12 projects only](#))***
 - ***Clearly describes achievable goals, objectives, and outcomes***
 - ***Includes a plan to assess learning in arts and/or culture***
1. Project title & one sentence description. (up to 100 words)
 2. Where will the project take place? Include town/city and facility. (up to 100 words)
 3. Provide a detailed description of the proposed project. Must include the entire proposed schedule with beginning and end dates, number of days, and contact hours per day. (up to 350 words)

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4. What specific age group(s) is your lesson or workshop designed to serve? (check all that apply):
 - PreK
 - Grade 1-3
 - Grade 4-5
 - Grade 6-8 (Middle School)
 - Grade 9-12 (High School)
 - Adults (over 18)
 - Seniors (over 65)
5. Estimated number of participants?
6. Describe the artistic and educational goals, objectives, and outcomes of the project. (up to 250 words)
7. What is the primary area of focus your project addresses?
 - Arts Education
 - Arts Integration (For arts integration, describe what non-arts subjects will be addressed.)
 - Arts for Social Development
- 7a. (PREK-12 ONLY): The organization and audience will participate in the following artistic processes. Select all that apply.
 - Creating: Conceiving and developing new artistic ideas and work
 - Performing: Realizing artistic work through interpretation and presentation
 - Responding: Understanding and evaluating how the arts convey meaning
 - Connecting: Relating artistic ideas and work with personal meaning and external context.
- 7b. (PREK-12 ONLY): Identify key [Nevada Academic Content Standards](#) addressed in the lesson (include the specific numbers/standards i.e. "VA:Cr1.K.1 Engage in exploration and imaginative play with materials"). (up to 400 words)
8. Describe how you will assess learning in the arts/culture. (up to 200 words)
9. UPLOAD: Evaluation Samples - Up to 3 items which can include sample forms for evaluating students or public evaluation of programming (acceptable file types: .doc, .pdf, .jpg)
The evaluation samples should be blank templates, do not include completed surveys from previous years/events in this question.

SECTION B (Questions #10-#19): PROJECT MANAGEMENT (25 points)

REVIEW CRITERIA:

- **Demonstrates organizational capacity to complete the proposed project**
 - **Involves qualified personnel to plan and manage the project**
 - **Provides a clear budget with appropriate financial resources to support the project**
10. Provide a brief history of your organization and its mission. (up to 250 words)
 11. OPTIONAL: Link to your organization's website or social media page

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12. Describe any previous arts/culture educational programming. (up to 250 words)
13. Who is managing this project? List names, title (if applicable), and project responsibilities for all key project personnel. (up to 400 words)
14. UPLOAD: Resumes OR Biographies for all key project personnel listed above. (acceptable file types: .doc, .pdf, .jpg)
15. Is there a project fee for the participant? If yes, what is it? (up to 100 words)
16. If the project includes a final presentation or performance, is there a ticket fee? If so, how much? (up to 100 words)
17. What specific elements of the proposed project will NAC funding support?

ALLOWABLE EXPENSES	PROJECTED USE OF GRANT FUNDS
Teaching artist fees	
Production artist fees (including directors, videographers, costume designers, lighting designers, etc.)	
Materials/supplies	
Facility rental fees	
Equipment relevant to project - up to \$1,000 (including video cameras, microphones, software, video communication subscriptions, etc.)	
TOTAL (must equal grant request amount)	\$0.00

18. PROJECT BUDGET (Must include all expenses/income and show 1:1 cash OR in-kind match)

EXPENSES - DESCRIPTION	EXPENSES - PROJECTED AMOUNT
1. Project Administrative Personnel/Consultants	
2. Teaching artist fees	
3. Production artist fees (directors, videographers, costume/lighting designers, etc.)	
4. Materials/supplies	
5. Facility Costs	
6. Equipment	
7. Marketing & Promotion	
8. Travel	
<i>ENTER ANY ADDITIONAL EXPENSES BELOW:</i>	*
TOTAL PROJECTED EXPENSES (must match projected income below)	\$0.00

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INCOME - DESCRIPTION	INCOME - PROJECTED AMOUNT
9. GRANT REQUEST AMOUNT (up to \$7,000)	
10. EARNED INCOME (admissions/ticket sales, product sales, tuition etc.)	
11. PRIVATE SUPPORT (contributions/donations from individuals and/or businesses, foundation support, etc.)	
12. GOVERNMENT SUPPORT (local, county, state, and/or federal)	
<i>ENTER ANY ADDITIONAL INCOME BELOW:</i>	*
TOTAL PROJECTED INCOME (must match projected expenses above)	\$0.00
IN-KIND	IN-KIND - PROJECTED VALUE
13. Volunteer Hours/Donated Services	
14. Donated Materials and Supplies	
15. Donated Facility/Space	
<i>ENTER ANY ADDITIONAL IN-KIND BELOW:</i>	*
TOTAL PROJECTED IN-KIND	\$0.00
*****	*****
MATCH CONFIRMATION: TOTAL PROJECTED INCOME PLUS IN-KIND (must equal AT LEAST twice the grant request amount on line #9 to be eligible for this grant)	\$0.00

19. OPTIONAL: Provide any additional descriptive information about the project budget included above. (up to 200 words)

SECTION C (Questions #20-#24): ARTISTIC EXCELLENCE (25 points)

REVIEW CRITERIA:

- **Utilizes an effective process to select teaching artists and arts educators**
- **Involves qualified artists, arts educators, and/or arts organizations**

20. How do you select your teaching artists? Include information on who is involved in the process and how you will ensure artistic excellence. (up to 250 words)

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21. List all proposed teaching artists for this project. If the teaching artists are not confirmed yet, you may list the proposed teaching artists. Please note if a teaching artist is confirmed or proposed. (up to 200 words)
22. Are you engaging an artist on the [Nevada Arts Council Teaching Artist Roster](#)? Yes/No (If yes, you may upload their profile from the NAC website in place of their resume/bio below)
23. UPLOAD: Resumes OR biographies for all teaching artists listed above - confirmed and proposed. (acceptable file types: .doc, .pdf, .jpg)
24. ARTISTIC WORK SAMPLES: Up to 10 TOTAL (including all uploaded items in 24a AND all links in 24b) samples of artistic work providing evidence of the quality of the artists and groups associated with this project. You may submit a link(s) to video/audio samples or upload video/audio samples directly.
 - IMPORTANT: Include at least one sample for each proposed teaching artist (samples must be labeled with the artist's name)
 - Samples may be images, audio, and/or video
 - Samples should clearly support the project narrative and may include video of live performances, audio clips of music, images of artistic work, writing samples, etc.
 - All audio and video samples COMBINED (including uploads and links) **may not exceed 10 minutes total**
 - Writing samples may not exceed 10 pages each
 - Each distinct item of support material/work sample should be a separate file
- 24a. ARTISTIC WORK SAMPLES - UPLOADS (acceptable file types: .doc, .jpg, .pdf, .mp3, .wav, .mov, .mp4)
- 24b. ARTISTIC WORK SAMPLES – LINKS (You may submit links/URLs to single video and/or audio samples ONLY, we do not accept links to full websites or other content in this section. Each link/URL counts as one of your 10 allotted samples. Do not submit links to sites that require downloading such as Dropbox.)

SECTION D (Questions #25-#29): ARTS LEARNING IMPACT/ARTISTIC MERIT (25 points)

REVIEW CRITERIA:

- **Clearly identifies and defines the target participants and/or audience**
 - **Demonstrates a plan for communicating information to the target participants and/or audience**
 - **Project addresses specific challenges or needs**
 - **Demonstrates an authentic and collaborative commitment to [inclusion, diversity, equity, and accessibility](#)**
25. Describe the target participants and/or audience for the proposed project. Include specific demographic information about relevant socioeconomic factors such as age, ethnicity, race, gender, ability, education, geographic location, income level, etc. (up to 250 words)

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26. How will you communicate information to your target participants and/or audiences via outreach, publicity, marketing, partnerships, collaborations, etc.? (up to 250 words)
27. Describe the specific need or challenge this project is addressing. (up to 250 words)
28. How does your project address diversity, equity, and inclusion? Click [HERE](#) for more information. (up to 250 words)
29. Explain how you will make this project accessible to individuals with disabilities in compliance with federal law and regulations. (up to 250 words)

All programming and/or services supported through NAC funds must be accessible to individuals with disabilities in compliance with federal law and regulations through access accommodations for both facilities and programs, such as audio description, sign-language interpretation, closed or open captioning, large-print brochures/labeling, etc. Click [HERE](#) for more information.

30. UPLOAD: OPTIONAL Additional Support Material (acceptable file types: .doc, .jpg, .pdf, .mp3, .wav, .mov, .mp4)

Up to 5 additional items of your choice that support your project such as:

- marketing and publicity samples (i.e., advertisements, posters, programs, fliers),
- sample lesson plans,
- student guides,
- workshop packets/handouts,
- student work samples from previous projects,
- letters/contracts that specify cost, project dates, and services to be provided,
- evaluation results

HOW TO APPLY

1. Review the FY23 ARTS LEARNING PROJECT GRANT GUIDELINES and current GRANT POLICIES here: <https://www.nvartscouncil.org/grants/grant-offerings/>
2. Complete the application online at: <https://nevadaartscouncil.submittable.com/submit>

For additional resources for grant applicants including a guide to submitting applications online: <https://www.nvartscouncil.org/grants/resources-for-grant-applicants/>