



Statewide Community Re-grants  
Arts Education Grant



Council on  
the Arts

**2024 APPLICATION QUESTIONS**

Text in YELLOW denotes new information for FY2024

Questions below are included for reference purposes only. Please log on to [slcarts.submittable.com](https://slcarts.submittable.com) to review and complete the actual application. Documents to be uploaded are listed in RED.

**INDIVIDUAL SUBMITTING APPLICATION**

- Name
- Email
- Phone
- **Proof of Residency:** Submit ONE of the following documents, showing that your legal residence is in Jefferson, Lewis, or St. Lawrence County, NY
  - New York State Driver's License
  - Voter Registration Card
  - Current lease or mortgage agreement, listing applicant's name and NYS county address
  - Telephone or utility bill
  - Credit card or bank statement (1st page only, with social security number & financial information blocked)

**APPLICANT ARTIST OR ORGANIZATION**

- Name
- Address
- County:  Jefferson  Lewis  St. Lawrence
- Applicant Type:  Individual Artist  501(c)3 Non-Profit  Government Entity  Tribal Nation  Unincorporated Collective
- Senate District:  District 45  District 47  District 48  District 49
- Assembly District:  District 115  District 116  District 117  District 118  District 120
- EIN / Tax ID Number (Individual artists skip this question)
- **Proof of Residency or Nonprofit Status:** Grant recipients must later complete a W-9 as part of the contract paperwork; they will be issued a 1099 tax form from SLC Arts.
  - **Individual Artists & Collectives:** Submit a copy of ONE of the following; showing that your legal residence is in Jefferson, Lewis, or St. Lawrence County: NYS Driver's License, Voter's Registration Card, Telephone bill, credit card statement, or bank statement.
  - **Community-Based Organizations, Government Entities & Tribal Nations:** Submit a copy of ONE of the following, showing that you are located in Jefferson, Lewis, or St. Lawrence County: Determination letter from the Internal Revenue Service indicating tax exempt status under Section 501(c)3 and registered with the Charities Bureau; current New York State Bureau of Charities (Office of the Attorney General) filing receipt; Documentation of Charter from the New York Board of Regents, under Section 216 of the New York State Education Law; Documentation of Incorporation, under Section 402 of the New York State Not-for-Profit

Must be submitted online at <https://slcarts.submittable.com/submit> by Friday, March 01, 2024, 11:59pm.

Questions? Please contact Alicia Murphy, Grant Coordinator, at [grants@slcartsCouncil.org](mailto:grants@slcartsCouncil.org).

Corporation Law; official authorization as an arm of local government (i.e. a formal letter on official stationery signed by the appropriate county, city, town, or village executive); authorization as a federally recognized Tribal Nation; telephone bill, credit card statement, or bank statement.

- Applied to NYSCA? Have you applied directly to NYSCA this year?
- Partner Applied to NYSCA? Does this project involve a partner who has applied directly to NYSCA this year?
- Applied Before? Have you applied for a grant through the Statewide Community Re-grants Program (formerly the Decentralization Program) before? If Yes, list years of application and project titles. If No, state "first-time applicant."

## PUBLIC SCHOOL OR COMMUNITY BASED PARTNER

- Name
- Principal/Director Name
- Contact Person
- Email
- Phone
- Address
- County:  Jefferson  Lewis  St. Lawrence
- **Letter of Commitment from School or Community Based Partner:** A letter of commitment must be written from the public school or community-based partner to the artist/arts organization, on the partner's letterhead, signed by the principal/superintendent/director, confirming the partner's intentions to work with the artist/organization on this project. The letter of commitment must outline, in detail, the partner's support of the project (monetarily and otherwise) and anticipated roles and responsibilities for each partner involved.

## PROPOSED PROJECT

- Proposed Project Title
- Project Category: The Teaching Artist Fund Grant offers two funding strands:
  - **K-12 School-Based Learning:** Applicant partners with a K-12 public school and works with school-aged students. Learning takes place at the school, during or after school hours.
  - **Community-Based Learning.** Applicant partners with a community-based organization and works with learners of any/every age. Learning takes place in a community environment.
- **Artistic Discipline**
- **Question #1 - Project Summary:** Provide a 500-character summary of your project.
- **Question #2 - Artistic & Instructional Merit:** Detail your experience as it relates to the artistic discipline in your proposal. Write a one-paragraph bio for each teaching artist involved.
- **Question #3 - Project Plan:** Clearly explain how you will implement, manage & evaluate your project. Be sure to include how it aligns with this year's local funding priorities.
- **Question #4 - Student Engagement & Learning Standards:** Describe your goals, methodologies and outcomes for the program. Explain how you will develop and implement an age-appropriate, hands-on, sequential, skills-based sequential series of lessons. **Upload a lesson plan.**
- **Question #5 - Budget & Capacity to Conduct the Project:** How will funds be spent? What is your total project budget? **\*Round your total request to the nearest \$100.\*** Clearly itemize the expenses

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that this award will fund, accounting for ALL funds requested. List both projected & committed financial support, including their sources. Note in-kind donations & their sources. Explain how your project will be feasible. How will your project be affected if you do not receive funding or if you receive partial funding?

## SUPPORTING DOCUMENTATION

- Submit all documentation with application. In special circumstances, a grace period may be requested by contacting the Grant Coordinator in advance. ALL contracts MUST be submitted to SLC Arts no later than May 15, 2024 to be eligible for funding.
- **Artists' Resumes:** One per key artist. Bios and artists' vision statements may be substituted. Do not exceed one page per artist.
- **Performance Agreements:** If applicable. One contract for each artist or group to be hired (not including the applicant artist).
- **Service Agreements:** If applicable. One contract for each site to be used, or other service to be provided.

## COMMUNITY IMPACT NUMBERS

Estimate your project's attendance/participation/benefit. If awarded funding, you will be asked to report actual numbers in your final report. Include both live & virtual attendance/participation/benefit.

- (A) = Number of artists participating in the project. (ie: performers, teachers, sound tech, etc...)
- (B) = Number of children benefiting from the project. (Ages 0 - 18)
- (C) = TOTAL number of EVERYONE benefiting from the projects
- In Summary: (A) + (B) + Number of adults benefitting = C

## TOTAL GRANT REQUEST

How much money are you requesting from SLC Arts? Total MUST match the budget section.

## ARTISTIC SAMPLES

Submit work samples that complement your application and reflect the artistic merit of your project.

- **Audio & Video Samples:** Audio or video files, or URL with excerpts of recent work totaling no more than FIVE minutes of audio or video.
- **Images:** No more than TEN images which may include diagrams and sketches of proposed work and/ or images of previous projects.
- **Literary Samples:** Excerpt from a previously completed play/work, no more than FIVE pages, total.
- **URLs (Websites):** Up to three URLs (website addresses) may be included as artistic samples.
- Optional: Comments about artistic samples.

LETTERS OF SUPPORT (Optional, recommended)

- Attach any letters of support for your project.

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