



Statewide Community Regrants
Community Arts 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 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 ORGANIZATION (OR FISCAL SPONSOR)

- Name
- **Physical Address**
- Mailing Address
- County: Jefferson Lewis St. Lawrence
- Organization Type: **501(c)3 Non-Profit** Government Entity Tribal Nation
- 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
- **Proof of Non-Profit Status:** Submit ONE of the following:
 - 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 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

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.

- **List of Board Members**
- **Financial Statement:** One-Page Profit & Loss Statement from the applicant/Fiscal Sponsor
- Mission Statement: Purpose & primary goals of this organization
- 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."

APPLICANT

If the organization listed above is the Fiscal Sponsor/Agent for your organization, list your organization below. If your application does not require a Fiscal Sponsor, leave this section BLANK.

- Name
- Address
- County: Jefferson Lewis St. Lawrence
- Applied to NYSCA? Has this individual or organization 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."

PROPOSED PROJECT

- Proposed Project Title
- Discipline (All that Apply): Visual Arts Music Dance Theatre Literary Arts Media Arts Other
- **Question #1 - Project Summary:** Provide a 500-character summary of your project.
- **Question #2 - 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 #3 - Community Benefit:** Describe the community your project will serve. How will your project benefit or strengthen your community? How will your project meet cultural or artistic needs that you have identified? How is it physically & financially accessible, and how does it serve the underserved in your community?
- **Question #4 - Promotion:** How will you get the word out about your project? Which channels will you use? Who is your target audience, and how will you ensure that your work will reach them? **Upload a press release about your project/event.**
- **Question #5 - 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 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?

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SUPPORTING DOCUMENTATION

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

COMMUNITY IMPACT NUMBERS

Estimate your project's attendance/participation/benefit/reach. Note: These numbers are reported to our state agency. 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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