Arts Access Grant for Small Towns 2018

Region 2 Arts Council

INTRODUCTION

Arts Access Grant for Small Towns Application - 2018

Maximum Award: $6,000
Deadline: April 15, 2018 by 11:59 pm
Review Date: May 21, 2018
Earliest Start Date: May 31, 2018

Open to non-profits, arts organizations, schools, community education programs, institutions of higher learning, local city, town, county government or tribal offices, or groups formed for nonprofit purposes with a fiscal sponsor *located in towns with a population under 2,000*. The Arts Access grant can support creation, production, and presentation of high-quality arts activities, as well as projects that help overcome barriers to accessing high-quality arts activities, and projects that help instill the arts into the community and public life in our region. These grants offer funding for a variety of arts projects and programming including costs associated with public art, arts festivals, engagement of guest artists, arts field trips, workshops, exhibitions, presentations, or performances that will benefit the residents of Beltrami, Hubbard, Clearwater, Lake of the Woods, or Mahnomen Counties.

Arts activities proposed for funding must be accessible by the public and have a strong community component.

Instructions

- Items marked with an asterisk (*) are required and must be answered by all applicants before submitting. Work Samples and some specific kinds of projects, such as public art, *require* uploaded or linked content to be eligible for funding, even though these items may not be marked with an asterisk. Read all instructions carefully.

- When uploading a file, make sure it is in one of the accepted formats listed and that it does not exceed the file size specified.

- You do not have to finish your work all at once - you may save and return to it as many times as you like. To save your work scroll to the "SAVE APPLICATION" button at the

bottom of the application. **We suggest you save your work often**, as the system will log you out due to inactivity, and *always* save before you exit the system.

- Do not press "SUBMIT APPLICATION" unless you are sure your application is complete.

- Once your application is submitted, NO CHANGES OR CORRECTIONS WILL BE ALLOWED. Please see our Grant Submission Policy

We suggest that you also click on all links to policies and guidelines to get more clarification on what is expected in your grant application. We also suggest clicking on the gray arrows at the beginning of each section to collapse or expand that section. This helps you more easily navigate to the section of the application you need to work on.

If you have any questions or problems in filling out the online application, please feel free to contact the Grants Manager. (phone: 218-751-5447 or 1-800-275-5447) If you would like to discuss your grant or project ideas please contact our office in Bemidji for an appointment.

To request a thorough review of your application prior to submission, contact staff *at least two weeks prior to the deadline*. After that you may request staff assistance and we will provide feedback (9 am - 5 pm, Mon.-Fri.) as time allows. Please review our Grant Writing Support Policy. **Note:** A review of your application does not guarantee that your request will be funded.

Project Name*
Please provide a very brief title or name for your proposed project.

Character Limit: 100

Project Description*
Briefly describe your proposed project in one sentence. (Example: Funds will assist *Organization Name* to *proposed activity*.)

Character Limit: 250

Start Date*
The start date should be approximately one month before your project is to take place or before you have to contract for services and may fall between the Earliest Start Date (listed at the beginning of this application form) and one year after the Earliest Start Date.

Character Limit: 10

End Date*
Final reports must be submitted within 45 calendar days of the project end date you have indicated here. Keep in mind your project end date may be no later than 18 months from the Earliest State Date listed at the beginning of this application form.

Character Limit: 10

Program Dates*

Please enter the proposed dates of your performance, exhibition, workshop, festival, or other arts programming.

Character Limit: 250

Project Director*

Please list the contact information for the Project Director who will be responsible for administering the proposed arts project. Include name, title, address, city, zip code, phone numbers and an email address.

Character Limit: 500

ELIGIBILITY CERTIFICATION

Please read the eligibility criteria statements below carefully. These statements will help you discern if your project is eligible for funding through this grant. If you have applied for other R2AC grants in the past, please take time to pay special attention to statements marked as "__*NEW*__" because eligibility criteria often change.

Once you have read through the entire list and are sure that your project fits within all of these eligibility guidelines, the Project Director, Authorizing Official, and Fiscal Sponsor (if applicable) will need to type their name and title below. Typing your name acts as an electronic signature and verifies that your project is in compliance with all eligibility criteria and that responses to all questions in this application and any documents included with this application are true and factual. Your electronic signature holds you legally responsible for any false or fraudulent information.

If you have any questions on any of the eligibility criteria, please email or call the R2AC office (218-751-5447 or 1-800-275-5447) to discuss eligibility. We can help you determine your proposed project's eligibility for this grant and, if needed, recommend a different grant to better suit your needs.

Arts Focus:
The proposed project or activity has arts or arts and culture as its primary focus.

Accessibility:
The proposed project or activity will be accessible to the public.

__NEW__ Access:
 The proposed project or activity supports Arts Access as stipulated by the Clean Water, Land,

and Legacy Amendment which provides funding for this grant.

Location of Organization:
The organization I am applying on behalf of has a physical address located in one of the following Minnesota counties: Beltrami, Clearwater, Hubbard, Lake of the Woods or Mahnomen and will retain that address throughout the grant period. (*Note:* Organizations that relocate outside of our service area during the grant period will be asked to return all grant funds received.)

Population:
My arts organization, nonprofit organization, school, community education program, public library, institution of higher learning, community group, local city, town, county or tribal government office has a physical address located in a town with a population under 2,000.

Location of Arts Activity:
The proposed project or activity will occur within the state of Minnesota.

5 County Impact:
The proposed project or activity will occur within one or more of the following Minnesota counties: Beltrami, Clearwater, Hubbard, Lake of the Woods or Mahnomen, or will primarily impact residents of one or more of those counties.

NEW Relocation:
The organization I am applying on behalf of does not intend to use Arts Access Grant funds to relocate their legal address outside the geographic boundaries of Beltrami, Clearwater, Hubbard, Lake of the Woods or Mahnomen Counties or outside the state of Minnesota.

Tax exempt status:
The organization I am applying on behalf of has 501(c)3 tax exempt status or has retained the services of a fiscal sponsor with 501(c)3 tax exempt status that has a physical address located in Minnesota or is a tax exempt government entity.

Ineligible Organizations:
I am not applying on behalf of a for-profit business, an organization intending to influence public policy, a parochial school, or a religious organization.

Requests for Funding After the Fact:
This request is not intended to cover funding deficiencies in a project that was already completed or to cover purchases made prior to the project's proposed start date.

Already Funded by R2AC:
The proposed project or activity is not currently receiving funding from an R2AC grant award, or seeking to use funding from more than one R2AC grant.

Two Applicants Seeking Funding for the Same Project:
The organization I am applying on behalf of is not seeking funding for the same proposed project as another applicant in an effort to obtain more funding for the joint project from R2AC. (i.e. Multiple organizations cannot apply for grants to fund projects that include the same artists and activities which occur at the same date, time and location.)

Capital Improvements:
The proposed project or activity does not seek funding for a new building project, capital improvement, building renovation, or building construction costs. Note: Freestanding capital equipment, defined as equipment that does not alter the property, is not permanently affixed to the property, and does not change the value of the property, is an allowable budgetary expense for all applicants except public school applicants.

Projects started prior to Earliest Start Date:
The proposed project or activity will not be started prior to the Earliest Start Date listed at the beginning of this application form, with the exception of auditions or rehearsals for theater projects. If auditions and rehearsals happen prior to the Earliest Start Date, those activities must be paid for with applicant's funds and may not be used as a cash match on the grant application budget form. R2AC funds do not cover expenses incurred prior to the Earliest Start Date.

Funding from Clean Water, Land & Legacy Amendment:
The proposed project or activity is not over 80% funded by Minnesota State Arts Board, Library Legacy, Historical Legacy, Department of Agriculture or other grant awards funded by the Clean Water, Land & Legacy Amendment and will not become over 80% funded if awarded this grant.

Objectionable Content:
The proposed project or activity does not promote violence and/or racism and does not have pornographic content. (Please note it is at the board's discretion to deem an activity objectionable)

Proselytizing:
The proposed project or activity does not proselytize a belief or involve the religious socialization of the audience or participants.

_NEW_Attempt to Influence State or Federal Legislation or Appropriation:
The proposed project or activity is not an attempt to influence any state or federal legislation or appropriation.

Fundraising:
The proposed project or activity is not intended to raise funds for an organization, charity, or cause or to start or build an endowment.

Unreasonable Fees for Artists:
The proposed project or activity does not require artists to pay an unreasonable entry fee in order to exhibit, perform, or be included in the project.

Purchase of Food or Drink:
The proposed project or activity is not seeking funding for the purchase of food or drink for events.

Grant Writer Conflict of Interest:
I am not a current member of the Anishinaabe Arts Initiative Council, the R2AC board or staff, or a member of their immediate family (Immediate family is defined as: spouse, domestic partner, parent, child, child's spouse, brother, brother's spouse, sister, or sister's spouse.)

Organizational Conflict of Interest:
The organization I am applying on behalf of does not have a current member of the Anishinaabe Arts Initiative Council or the R2AC board or staff holding the position of Executive Director, Artistic Director, or the position of Chair, President, Vice Chair, Vice President, Treasurer, or Secretary of our board of directors.

Internal Conflict of Interest:
The organization I am applying of behalf of does not have any internal conflicts of interest as defined by Minnesota State statute 317A.255

NEW Unfinished Projects:
This proposed project or activity is not the same as a previously grant-funded project, which has either not been completed or for which the final report deadline has been extended, such as an annually occurring arts activity.

Past Contractual Agreements with R2AC:
The organization I am applying on behalf of is not in violation of any past contractual agreement with R2AC, such as an overdue final report from a previous R2AC grant.

Terminated Grant Contract/Agreements with R2AC:
The organization I am applying on behalf of has not failed to return grant funds to R2AC after having any R2AC grant contracts/agreements terminated or funding revoked.

Public Art Projects:
If public art is a part of this project then the proposed project or activity falls within the parameters of the Public Art Policy.

Literary Arts Projects:
If literary arts are the focus of this project, the proposed project or activity falls within the

parameters of the Literary Art Policy.

Film/Television/Media Arts Projects:
If the focus of this project is film, television or other video media, the proposed project or activity falls within the parameters of the Film/Media/Television Art Policy.

Academic Credit or Retention of Teaching License:
The proposed project or activity is not seeking funding for arts activity resulting in academic credit, tuition for academic coursework, teaching license, or continuing education requirements (CEUs) to retain teaching license.

Compensation for School Personnel:
The proposed project or activity does not provide compensation for school personnel to complete work in the school where they are employed.

Public Access to School/University Activities:
The proposed project or activity does not serve school or university students or faculty only, but includes an activity specifically designed to be easily accessible to the general public, such as an evening performance or an art exhibit.

School Arts Programs:
The proposed project or activity does not fund discontinued or nonexistent art programs in the schools or pay an artist or organization to provide essentially the same services a school art teacher or arts specialist would be expected to provide.

Type in the names and titles of the following lead positions for this application, with the consent of all signatories, as electronic signatures. Note that the typed name constitutes a legal signature and all parties undersigned must agree to the following statement:

NEW "We certify that all information provided in this application is, to the best of our knowledge, true and factual and that our proposed arts activity is in compliance with all the eligibility criteria stated above, as well as with all applicable federal, state, and local laws, rules, regulations, and ordinances in relation to the use of these funds."

Authorizing Official Signature*
(Board Chair/President, Artistic/Executive Director, or Principal/Superintendent. This should not be the same individual as the Project Director.)
Character Limit: 100

Project Director Signature*
Character Limit: 100

Fiscal Sponsor Signature (if applicable)
Character Limit: 100

DATA COLLECTION

RAC Grant Data Collection*
The information you provide below is used to gather information about grant applicants. The data is maintained by the Minnesota State Arts Board in cooperation with the Minnesota Regional Arts Councils (RACs), and may be distributed to others in accordance with the Minnesota Data Practices Act. Demographic information is not shared with the review panel. Please see our Data Privacy Policy. Complete information is necessary to ensure the reliability of our data. *Note: If you are an organization using a fiscal agent, please fill out this information as it pertains to the organization conducting the activity, __not__ the fiscal agent.*

Choices
I understand

County*
Choose the county in which your organization is located.

Choices
Clearwater
Beltrami
Hubbard
Lake of the Woods
Mahnomen

Race/Ethnicity (optional)
For Individuals: Please select up to two options regarding your racial/ethnic characteristics.

For Organizations: Please select the option that best represents 50% or more of your staff or board or membership.

Choices
American Indian/Alaska Native
Asian
Native Hawaiian/Pacific Islander
Black/African American
Hispanic/Latino
Middle Eastern/North African
White
Other

If you chose "Other" and would like to provide a short description, type it below:

Character Limit: 100

Special Characteristics (optional)

For Individuals: select if any of the categories below describe you.

For Organizations: select the *one category* below that best represents 50% or more of your staff, board, or membership.

Choices

Disability
Older Adult - 60+
Veteran

Status*

Select a legal status from the drop down menu that best describes you, if applying as an individual, or your organization, if you are applying on behalf of an organization.

Choices

01 - Individual
02 - Organization - Nonprofit
03 - Organization - Profit
04 - Government - Federal
05 - Government - State
06 - Government - Regional
07 - Government - County
08 - Government - Municipal
09 - Government - Tribal
99 - None of the Above

Institution*

Select a category from the drop down menu that best describes you, if applying as an individual artist, or your organization, if you are applying on behalf of an organization.

Choices

01 - Individual - Artist
02 - Individual - Non-artist
03 - Performing Group
04 - Performing Group - College/University
05 - Performing Group - Community
06 - Performing Group for Youth
07 - Performance Facility
08 - Museum - Art
09 - Museum - Other
10 - Gallery/Exhibition Space
11 - Cinema
12 - Independent Press
13 - Literary Magazine
14 - Fair/Festival
15 - Arts Center

16 - Arts Council/Agency

17 - Arts Service Organization

18 - Union/Professional Association

19 - School District

20 - School - Parent/Teacher Association

21 - School - Elementary

22 - School - Middle

23 - School - Secondary

24 - School - Vocational/Technical

25 - School - Other

25A - School - Preschool

25B - School - Community Education

25C - School - Homeschoolers

26 - College/University

27 - Library

28 - Historical Society/Commission

29 - Humanities Council/Agency

30 - Foundation

31 - Corporation/Business

32 - Community Service Organization

33 - Correctional Institution

34 - Health Care Facility

35 - Religious Organization

36 - Senior Center

37 - Parks & Recreation

38 - Government - Executive

39 - Government - Judicial

40 - Government - Legislative (House)

41 - Government - Legislative (Senate)

42 - Media - Periodical

43 - Media - Daily Newspaper

44 - Media - Weekly Newspaper

45 - Media - Radio

46 - Media - Television

47 - Cultural Series Organization

48 - School of the Arts

49 - Arts Camp/Institute

50 - Social Service Organization

51 - Child Care Provider

99 - None of the Above

Discipline*

Select a discipline from the drop down menu that best describes your art form, if applying as an individual, or the kind of art/arts your organization works with, if you are applying on behalf of an organization.

Choices

01 - Dance

01A - Dance - Ballet

01B - Dance - Ethnic/Jazz
01C - Dance - Modern
02 - Music
02A - Music - Band
02B - Music - Chamber
02C - Music - Choral
02D - Music - Electronic/Experimental
02E - Music - Ethnic
02F - Music - Jazz
02G - Music - Popular
02H - Music - Solo/Recital
02I - Music - Orchestral
03 - Opera/Musical Theater
03A - Opera
03B - Opera - Musical Theater
04 - Theater
04A - Theater - General
04B - Theater - Mime
04C - Theater - Puppetry
04D - Theater for young audiences
04E - Theater - Storytelling
05 - Visual Arts
05A - Visual Arts - Experimental
05B - Visual Arts - Graphics
05D - Visual Arts - Painting
05F - Visual Arts - Sculpture
06 - Design Arts
06A - Design Arts - Architecture
06B - Design Arts - Fashion
06C - Design Arts - Graphic
06D - Design Arts - Industrial
06E - Design Arts - Interior
06F - Design Arts - Landscape Architecture
06G - Design Arts - Urban/Metro
07 - Crafts
07A - Crafts - Clay
07B - Crafts - Fiber
07C - Crafts - Glass
07D - Crafts - Leather
07E - Crafts - Metal
07F - Crafts - Paper
07G - Crafts - Plastic
07H - Crafts - Wood
07I - Crafts - Mixed Media
08 - Photography
09 - Media Arts
09A - Media Arts - Film
09B - Media Arts - Audio
09C - Media Arts - Video

09D - Media Arts - Tech/Experimental
09E - Media Arts - Screen/Scriptwriting
10 - Literature
10A - Literature - Fiction
10B - Literature - Nonfiction
10C - Theater - Playwriting
10D - Literature - Poetry
11 - Interdisciplinary
12 - Folk/Traditional Arts
12A - Folk/Traditional Dance
12B - Folk/Traditional Music
12C - Folk/Traditional Crafts/Visual Art
12D - Folk/Traditional Storytelling
13 - Humanities
14 - Multidisciplinary
15 - Non-arts/Non-humanities

Project Discipline*

Select a discipline from the drop down menu that best describes the art you are creating for this project, if applying as an individual, or the kind of art that will be created, performed, taught, or showcased as part of this project, if you are applying on behalf of an organization.

Choices
01 - Dance
01A - Dance - Ballet
01B - Dance - Ethnic/Jazz
01C - Dance - Modern
02 - Music
02A - Music - Band
02B - Music - Chamber
02C - Music - Choral
02D - Music - Electronic/Experimental
02E - Music - Ethnic
02F - Music - Jazz
02G - Music - Popular
02H - Music - Solo/Recital
02I - Music - Orchestral
03 - Opera/Musical Theater
03A - Opera
03B - Opera - Musical Theater
04 - Theater
04A - Theater - General
04B - Theater - Mime
04C - Theater - Puppetry
04D - Theater for young audiences
04E - Theater - Storytelling
05 - Visual Arts
05A - Visual Arts - Experimental
05B - Visual Arts - Graphics

05D - Visual Arts - Painting
05F - Visual Arts - Sculpture
06 - Design Arts
06A - Design Arts - Architecture
06B - Design Arts - Fashion
06C - Design Arts - Graphic
06D - Design Arts - Industrial
06E - Design Arts - Interior
06F - Design Arts - Landscape Architecture
06G - Design Arts - Urban/Metro
07 - Crafts
07A - Crafts - Clay
07B - Crafts - Fiber
07C - Crafts - Glass
07D - Crafts - Leather
07E - Crafts - Metal
07F - Crafts - Paper
07G - Crafts - Plastic
07H - Crafts - Wood
07I - Crafts - Mixed Media
08 - Photography
09 - Media Arts
09A - Media Arts - Film
09B - Media Arts - Audio
09C - Media Arts - Video
09D - Media Arts - Tech/Experimental
09E - Media Arts - Screen/Scriptwriting
10 - Literature
10A - Literature - Fiction
10B - Literature - Nonfiction
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12A - Folk/Traditional Dance
12B - Folk/Traditional Music
12C - Folk/Traditional Crafts/Visual Art
12D - Folk/Traditional Storytelling
13 - Humanities
14 - Multidisciplinary
15 - Non-arts/Non-humanities

Board Members*

Please provide a list of Board Members, School Board Members, Council Members or Trustees governing your organization. Enter first and last name only.

Character Limit: 1000

Website

Please enter the URL of your organization's website:

Character Limit: 2000

http://survey.constantcontact.com/survey/a07eb8crbqjibmhkaut/start**Needs Assessment**

Please fill out a short survey to help us better serve our grant applicants and our communities.

ARTISTIC QUALITY

Artistic Quality*

Please describe the artistic quality of the activity you are seeking to fund. Focus your description on creativity, originality, and artistic technique. (Limit of 500 characters)

Character Limit: 500

Artist Selection*

Describe the process used to select the artist or artists that you have provided samples for. Describe the procedures followed to avoid conflict of interest between the board/staff and the selected artist(s). (Limit of 500 characters)

Character Limit: 500

Work Sample Guidelines

In support of your proposal, you must provide digital samples of current artistic work *(work done within the last five years is preferred)* for the artist(s) you plan to commission a work of art from or plan to invite to teach, perform or present as part of the proposed arts project. These samples should help show the artistic quality you described above. Please follow the minimum/maximum requirements below depending on the arts discipline of your project and the number of artists or groups you are working with.

For an Individual Artist or a Performing Arts Group choose *one* of the following options:

- Visual or Craft Artists (2-D or 3-D) provide 5-10 work samples (.jpg)

- Literary Artists provide 5-10 pages of writing (.pdf) (*Please read our Literary Arts Policy*)

- Performing Artists or Musicians provide link(s) to 1-3 work samples of 2-4 minutes each via YouTube, Vimeo, SoundCloud, or DropBox. (*Please read our Film/Media/Television Policy if applicable*)

- Multimedia or Multidisciplinary Artists may provide a combination of links and/or uploads as best suits the work, but cannot exceed 10 work samples. (*Each photo, each page of writing, each video or audio link equals one work sample.*)

For Multiple Artists or Performing Arts Groups choose **one** of the following options:

- Visual or Craft Artists provide 2-5 work samples (.jpg) per artist/group. If you have more than 5 artists working on this project, pick your top five with two work samples from each artist.

- Literary Artists provide 3-5 pages of writing (.pdf) per artist/group. If you have multiple literary artists, pick your top 3 and provide at least three pages of writing for each.

- Performing Artists or Musicians provide 1-3 links to work samples of 2-4 minutes each per artist/group. If you have more than 3 performing artists or groups, pick your top three with one sample of each.

- Artists from Multiple Arts Disciplines may provide a combination of links and/or uploads, but cannot exceed 10 work samples. If you are utilizing artists from multiple disciplines include samples from each arts discipline if possible. (*Each photo, each page of writing, each video or audio link equals one work sample.*)

Please Note: News media about past performances and documentaries or interviews highlighting the artist(s) or applicant organization are not allowed as work samples. You may upload/link to these kind of promotional items in the Supplemental Information section.

To ensure a fair process, staff will remove any work samples beyond the maximum allowed. No samples, or too few samples, will make your application ineligible. Questions? Consult the Work Sample Submission Policy or contact the Grants Manager.

LINKS:

You can use these link boxes to provide music and video samples that require more bandwidth than our grant software can provide. You can also use them to share visual art samples via Dropbox if you find our file size requirements too small for your purposes, however the images need to fit within the minimum/maximum requirements and must appear as a curated set of images. ***Follow the Work Sample Guidelines Above.*** *All links must be able to be viewed by any browser without use of a subscription, special software, or plug-ins.* ***Remember to include a description for each link in "Descriptions of Links" section below.***

Link 1
Character Limit: 2000

Link 2
Character Limit: 2000

Link 3
Character Limit: 2000

Descriptions of Links

You must provide a description of each link in the text box provided. Include the title of the work, the name of the artist/author/performer/director, and the dates of completion, performance or recording, as well as a list of performers, instruments, or any other necessary information. If material in the sample is based on the work of another artist, such as performing a copyrighted piece of music/theater, the originating artist (songwriter/composer/visual artist/author/playwright/choreographer) must be credited in the description. If the link is to a music or video file over 4 minutes, please indicate which 2-4 minutes you would like the panel to review to best showcase your work. (Limit of 1,000 characters)

Character Limit: 1000

Workshop, Arts Presenter, or Arts Field Trip Link

If you are planning to use grant funds to attend a workshop or conference, hire an arts presenter that is not an artist, or are taking a group on a field trip to a museum or arts performance, you will need to provide a link to the promotional website of the presenter, program, or venue.

Character Limit: 2000

2nd Workshop, Arts Presenter, or Arts Field Trip Link

Character Limit: 2000

UPLOADS:

Please upload visual (.jpg) or literary (.pdf) samples below. If you are having trouble re-sizing your jpgs or pdfs to fit the 1MB size requirements, please contact the Grants Manager at least a week before the submission deadline for help. You may also want to link to larger images via Dropbox using the Links section above. ***Follow the Work Sample Guidelines Above. Remember to upload a separate document that lists descriptions of each work sample you have uploaded under "Descriptions of Uploads" section below.***

Sample 1
File Size Limit: 1 MB

Sample 2
File Size Limit: 1 MB

Sample 3
File Size Limit: 1 MB

Sample 4
File Size Limit: 1 MB

Sample 5
File Size Limit: 1 MB

Sample 6
File Size Limit: 1 MB

Sample 7
File Size Limit: 1 MB

Sample 8
File Size Limit: 1 MB

Sample 9
File Size Limit: 1 MB

Sample 10
File Size Limit: 1 MB

Description of Uploads
You must provide a description of each sample in a work sample description page (.pdf), which you can upload below. Include the title of each work, the name of the artist/author/performer/director, and the dates of completion, performance or recording, as well as the dimensions, medium or materials, performers, instruments, or any other necessary information. If material in the sample is based on the work of another artist or contains copyrighted material, the originating artist (visual artist/songwriter/author/poet/playwright) must be credited in the description.

File Size Limit: 1 MB

ARTISTIC MERIT OF THE PROJECT

Resumes*
Please upload resumes of the pertinent artists involved in your project (.pdf) to provide evidence of artistic quality, merit, and experience as well as the resumes for key project personnel such as the project director. Each resume is allowed no more than two pages. Excess pages will be removed prior to the grant review. You can include resumes as separate pdfs or combine resumes in one pdf. If you need to upload more resumes than are allowed in the spaces below, please use the "SUPPLEMENTAL INFORMATION" section.

File Size Limit: 1 MB

File Size Limit: 1 MB

File Size Limit: 1 MB

Artistic Merit*
Please describe how your proposed arts activity contributes to the vibrancy of the arts in our region by deepening or extending participants' understanding or value for the arts, or how it

might foster new connections or spark creativity and innovation in your community. (Limit of 500 characters)

Character Limit: 500

PROJECT PROPOSAL

Proposal*
Tell us how your arts project or activity helps instill the arts into the community and public life in our region. Include a description of all arts activities, the roles of participating artists and audiences, and an approximate timeline including dates, times, and locations. (Limit of 3,500 characters)

Character Limit: 3500

COMMUNITY IMPACT

Community Access to the Arts*
In what ways does the project enable Minnesotans to more easily connect with arts or make the arts available to persons who might not otherwise have access due to economic, geographic, or physical barriers? (Limit of 500 characters)

Character Limit: 500

Target Audience*
Who will this program serve? The target audience is the primary group this project is meant to serve. You may have more than one target audience. (Limit of 500 characters)

Character Limit: 500

Children/Youth Benefiting*
Record the number of children/youth (under 18 years of age) who will directly engage with the arts through this project, whether attending an arts event, participating in arts learning, or participating in other types of activities in which people will be directly involved with artists or the arts. (Please exclude repeat attendees, paid performers, artists participating, and those reached through TV/Radio/Internet or other media).

Character Limit: 10

Adult Audience Benefiting*
Record the number of adults who will directly engage with the arts through this project, whether attending an arts event, participating in arts learning, or participating in other types of activities in which people will be directly involved with artists or the arts. (Please exclude repeat

attendees, employees, paid performers, artists participating, children/youth, and those reached through TV/Radio/Internet or other media).

Character Limit: 10

Adult Artists Participating*

Record the number of adult artists expected to be directly involved in providing art or artistic services for these grant activities.

Character Limit: 10

Mission and Goals*

State your organization's mission and/or goals. Describe the ways in which this project supports that mission. (Limit of 500 characters)

Character Limit: 500

Clear Water, Land, and Legacy Amendment Funding Goals*

Please choose one of the following goals that most exemplifies your organization's intent for this program.

Choices

The arts are interwoven into every facet of community life
People of all ages, ethnicities, and abilities participate in the arts
The arts thrive in Minnesota

Outcomes*

Your outcomes should support your organization's mission, the intended focus of this grant, and your chosen Legacy Amendment Funding Goal. Detail the intended change in terms of arts knowledge, skill, attitude, awareness, or behavior in your target audience(s).

Follow this sentence structure: As a result of this program _____ *(people who benefit)* will _____ *(the intended change)*.

If you have more than one target audience or more than one intended change, you may have more than one sentence like the one above. (Limit of 500 characters - approximately 3-4 sentences)

Character Limit: 500

Evaluation Methods*

How will your organization measure and document progress toward the changes or benefit?

Your options include: conducting interviews, surveying participants about their knowledge skills, attitudes, behaviors, conducting focus groups, reviewing or critiquing a portfolio, experience, or other artifacts of the project, making structured observations during project activities, using interactive methods such as sorting cards or voting, having participants/audiences describe or capture their own impressions using PhotoVoice, talk-aloud interviews, making maps or illustrations, journaling, other methods not listed here. *(Make sure*

your evaluation methods match your intended outcomes)

This information is shared with the Legislative Coordinating Commission as stated in our Data Privacy Policy. You will be responsible for evaluating your target audience(s) and reporting the results on your final report. (Limit of 500 characters)

Character Limit: 500

PLANNING & MANAGEMENT

Community Support*

Describe the community support you are receiving for this project in terms of direct involvement, non-monetary donations, and financial support. (Limit of 500 characters)

Character Limit: 500

Publicity*

Describe the publicity efforts you will put in place in order to garner the audiences you have planned to attract. (Limit of 500 characters)

Character Limit: 500

Planning & Execution*

Provide evidence supporting your ability to plan and successfully execute this project. If you have done a similar project in the past, please describe what made it successful. If you are a school applying for an artist in residence opportunity, please include lesson plans or teaching materials in the Supplemental Information Section. (Limit of 500 characters)

Character Limit: 500

Proposal Budget*

Please review our Budget Guidelines for Grant Proposals and upload a budget for your proposed project (.xls) including planned expenses and income. We have provided a Budget Template which includes the elements we expect to see in a budget such as itemized expenses, income, inkind, cash match, etc. If you choose to use your own budget format, you must include these elements. *(If you do not have Excel or other spreadsheet software capable of utilizing this budget template, please contact the Grants Manager for a .pdf file. Additionally if you cannot export your budget to an .xls or. xlsx file, then print/export/scan or take a photo and save as .pdf*)

File Size Limit: 1 MB

Rental Agreement

You must upload a copy of the rental agreement (.pdf) if renting a performance venue or if rental of office/studio/workshop/meeting space is part of your proposed budget.

File Size Limit: 1 MB

Budget Certification*

Any expenses incurred prior to the earliest start date for this grant program (i.e. audition/rehearsal expenses) will not be paid for by R2AC grant funds or used in lieu of a cash match.

Choices

I certify this statement is true.

Additional Information

Share any additional information that will help the review panel understand your budget or plans for your proposed project. (Limit of 500 characters)

Character Limit: 500

Amount Requested*

This amount may not exceed $6,000 and must match the Total Amount Requested field in your budget.

Character Limit: 20

If I receive partial funding of my grant request I would like R2AC to do one of the following:*

Choices

Do not contact me. Please give my partial award to the next applicant in line to be funded.

Please contact me and allow me to decide whether the partial award is enough to fund my project.

I will accept a partial award no matter how small. Please send me a revised budget form immediately.

501(c)(3) Determination Letter

Upload a copy of the federal non-profit, tax-exempt 501(c)(3) determination letter (.pdf) for either your organization or the group acting as your fiscal sponsor. If your organization is a public school, college or university, tribal entity, or unit of government, you are exempt from providing this documentation.

File Size Limit: 1 MB

Fiscal Sponsor

If your organization is using a Fiscal Sponsor, enter their name, address, city, zip code and daytime phone number, as well as the name of a contact from the organization who is authorized to sign off on your application and proposed project expenses.

Your Fiscal Sponsor must be a federal non-profit, tax-exempt 501(c)(3).

Character Limit: 500

Fiscal Sponsor Agreement

If your organization is using a Fiscal Sponsor, upload a copy of the contractual agreement (.pdf) between you and your Fiscal Sponsor. For your convenience, click here to download a template for a Fiscal Sponsor Agreement.

File Size Limit: 1 MB

PUBLIC ART (only required for public art projects)

If your project involves art in a public space, such as a commissioned sculpture, a community mural, an arts festival, concert, or performance held on a city street or in a public park, or any other form of public art, you must provide the information requested below. Failure to do so could effect the eligibility of your application. Please contact the Grants Manager before filling out this section if you are unsure whether your project is public art project.

Public Art Project Planning

Any project involving public art must adhere to our Public Arts Policy. Please describe where this project will happen, who owns the space, who is responsible for installation, who is responsible for maintenance, who owns the artwork, and if there are special considerations, such as the historical significance of the site or permitting or zoning issues. If the project is temporary or will be installed in more than one location, please include a timeline of when and where this piece of public art will appear. (Limit of 1,000 characters)

Character Limit: 1000

Letter of Permission/Agreement

Utilizing the upload button below, submit a letter of agreement/permission *(emails are acceptable)* outlining the details of the project. Obtain signatures from the artist, the project director, and the site owner or city official in charge of overseeing the site. This agreement will state their approval of the project and agreement to the terms of the project. (*Include multiple letters if there are multiple sites*)

File Size Limit: 1 MB

Photo of site where public art will be installed/performed

File Size Limit: 1 MB

Preliminary Sketch or Script (if available)

File Size Limit: 1 MB

SUPPLEMENTAL INFORMATION

You may provide links or upload files to further document, demonstrate or highlight:

- the artistic merit of your proposed project, such as resumes/bios for additional performers/presenters/project directors/organizers or a link to the website of any organizations/groups you plan to partner with for this project.

- your ability to carry out your proposed project, such as lesson plans, syllabi, or other teaching materials, charts or graphs, a timeline, or articles, reviews, press releases, news coverage, posters or other promotional materials which document past projects your organization has accomplished.

These items help give the review panel a better understanding of you and your project.

NOTE: Work samples uploaded to this section will be removed. (*See Work Sample Guidelines in the Artistic Quality Section of the application)*

If you have questions about whether the items you are uploading or linking to are allowable in this section, please contact the Grants Manager.

Supplemental Link 1
Character Limit: 2000

Supplemental Link 2
Character Limit: 2000

Supplemental Link 3
Character Limit: 2000

Description of Supplemental Links
Character Limit: 1000

Supplemental Upload 1
File Size Limit: 1 MB

Supplemental Upload 2
File Size Limit: 1 MB

Supplemental Upload 3
File Size Limit: 1 MB

Descriptions of Supplemental Uploads
File Size Limit: 1 MB