About

Teaching Artist grants support sequential, arts education projects that take place in-school, after school, or in community centers. Emphasis is placed on the depth and quality of the creative process through which participants learn through or about the arts. Projects must focus on the exploration of art and the artistic process. Inter-curricular collaboration for in-school projects is encouraged but not required. These grants are made possible with public, Decentralization funds from the New York State Council on the ARTS (NYSCA), a state agency, and administered locally by The ARTS Council of the Southern Finger Lakes (The ARTS Council).

Grant Criteria

Grants are awarded via a merit-based review process based upon the following criteria:

- Artistic and/or Cultural Merit
- Learning Outcomes & Evaluation
- Involvement of Qualified Artists
- Need & Importance to Students
- Accurate & Practical Budget

Grant Amount

Grants range from $500 to $5,000.

Funding Eligibility

Applicants may submit up to three (3) funding requests in any combination of Community Arts, Teaching Artist, and Individual Artist grants totaling no more than $5,000. Applicants may apply for a maximum of 75% of the proposed project’s total cost and must demonstrate additional sources of cash and/or in-kind revenue for a minimum 25% match to cover remaining project costs. See addendum for more details on funding eligibility.

Project Eligibility

Applicants must choose from one of the following project strands: In-School Projects taking place during the School Day or After-School Projects taking place at a School or Community Center. Projects can only support K-12 aged students. After-School Projects do not have to be open to the general public.

Project must provide sequential, skills-based study that incorporates one or more art forms, that is hands-on and participatory, and that involve at least 3 contact sessions between the same teaching artist(s) and the same group of students. Projects must involve in-depth, age, and skill appropriate learning opportunities. Projects must provide stated learning goals, methodologies, and outcomes, and a means for evaluation.
Examples of previously funded projects include dance, storytelling, history, photography, and more. Projects must occur in the 2020 calendar year.

See addendum for more details on project eligibility.

**Applicant Eligibility**

The following applicants residing in Chemung, Steuben, Schuyler, or Tioga county are eligible to apply for this grant program:

- Individuals, unincorporated groups, or nonprofits
- PTA with nonprofit status independent of the public school

School partners must be Public or Charter schools certified by BOCES. School partners and Community Centers must be located in the county where the applicant resides and provide a letter of commitment for the project. Non-applicant, hired artists may be from outside the applicant’s county.

See addendum for more details on applicant eligibility.

**Application Process and Deadline**

The application deadline is 11:59pm on Friday, October 18, 2019. Applications are submitted online through our online application system at [https://earts.submittable.com/submit](https://earts.submittable.com/submit).

The completed application consists of the following:

- Applicant Information
- Project Information & Narrative
- Budget Information, Narrative, & Form
- Letter of Partnership
- Artist(s) Resume, Bio, or CV (typed in narrative form or attached)
- Artistic Work Samples

**Application Narratives**

There are two narratives with this application – a project narrative and a budget narrative.

Make each narrative thorough, clear, and concise. Budget narratives and budget forms must match. The following is suggested information to include in your narratives:

- Detailed Project Summary for all sequential, skills-based hands-on learning activities
- Goals and what you hope to achieve
- Learning outcomes, accessibility, management, and evaluation
- The project's need and importance to the students
- Detailed funding request reflecting everything in the budget
- How your project will be adapted with partial funding

**Application Assistance**
New applicants are required to participate in an online webinar or in-person application review session. Returning applicants are strongly encouraged to participate as grant components and requirements may change from year to year.

The schedule and locations are available on our website. Advanced registration for webinars is required. RSVPs for application review sessions are required. In the event less than 3 RSVPs are received, the application review session will be canceled. Assistance is also available in-person, by email, or by phone prior to the deadline.

It’s highly recommended that applicants take the opportunity to submit an application draft via email at least 1 week before the deadline. Please note the Grants Manager will not have time to look at last minute drafts. Application drafts will be reviewed for clarity and with an eye towards the evaluative criteria, not for copyediting and rewriting.

At the request of an applicant, the Grants Manager can make requested changes to an applicant’s submitted application up until the deadline. After the deadline, no changes can be made and the Grants Manager will not review applications for completeness.

Contact the Grants Manager at chris@earts.org or 607-962-1332 x205 for more assistance.

**Review Process**

A review panel consisting of artists and other community members evaluates each application and recommends funding amounts. When considering proposals from previously funded applicants, upon request reviewers will be furnished historical records. Panel recommendations are presented to The ARTS Council’s Board of Directors for review and approval of all funding decisions.

Support of an artist in the past does not imply or guarantee that an applicant’s project will be funded. Applications are reviewed each year in the context of the evaluation criteria and available funding and evaluated competitively against other requests. There is also no guarantee an applicant will receive equivalent funding as an applicant with a similar request and project. The ARTS Council’s staff does not make funding decisions.

Although the Grants Manager facilitates the panel meetings, he does not state opinions or make recommendations to the panel. Any previous recommendations or assistance made to an applicant in no way constitutes a guarantee of funding and may not reflect the panel’s opinions.

**Award Notification & Distribution of Funds**

Public School Teaching Artist funding is subject to the availability of funds from the New York State Council on the Arts. All applicants will receive award notification and feedback via email by the end of December. Successful applicants will receive their funds once a signed acceptance agreement is returned. Email is preferred.

**About The ARTS Council**

The ARTS Council of the Southern Finger Lakes (The ARTS Council) is a regional arts services organization located in the Southern Tier of New York State serving artists of all disciplines, organizations, and the public in Chemung, Schuyler, Steuben, and Tioga counties and beyond. Further information is available at [www.eARTS.org](http://www.eARTS.org).
Addendum: Detailed Eligibility Information

Consult the Grants Manager to determine if your application meets all eligibility requirements. The following will make your application ineligible and not considered for funding:

Applicant

- Applied directly to NYSCA in 2019, regardless of funding status
- Is a public school district, an affiliate or component, or a four-year public university or college
- Is a New York State agency or department
- Failed to submit final reports for past funding
- If a new applicants, does not attend a required application seminar or webinar
- Does not submit an application and required documents through the online application system.
- Partners with a school that is private or parochial, not recognized by BOCES, receives direct funding from NYSCA, or is located outside the county where the applicant resides.

Project Proposal

- Takes place outside the county where the applicant resides
- Specifically targets home-school participants
- Involves partners that apply directly to NYSCA. NYSCA grantee may offer their venue gratis. The applicant may pay for direct costs related to venue use, however, the NYSCA grantee cannot handle ticketing or make a profit from the program. The program cannot be advertised as part of the NYSCA grantee’s season/programming.
- Appear to take the role of certified teacher
- Occurs outside the school day or on a school break if applying for an In-School Project
- Is a standalone, single occurrence activity
- Proposes non-arts activities and/or the acquisition of artwork
- Selects students taken from regular classes or are self-selected for participation
- Proposes paying children or students as professional artists
- Proposes paying cash prizes or awards
- Proposes paying administrative costs unrelated to proposed project
- Proposes projects that are intended as recreational, rehabilitative, therapeutic, or worship
- Proposes projects that cannot be completed between January 1 and December 31, 2020
- Proposes, as the primary benefit, the financial gain of an individual or organization
- Proposes support of commercial arts, martial arts, journalism and entertainment (such as balloons, clowns, bubble presentations and/or magicians, sip and paint)

Funding Request

- Is less than $500 or greater than $5,000
- Supports expenses not related to this project
- Finances fellowships and/or scholarships
- Project income exceeds project expenses
- Subsidizes entertainment costs (e.g. theater parties, gallery/museum openings, receptions)
- Supports fundraising activities