



**Council on
the Arts**

2022 Teaching Artist Grant Guidelines

The ARTS Council of the Southern Finger Lakes
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About

Teaching Artist grants support sequential, arts education projects that take place in-school, after school, or in community centers in Cattaraugus, Chemung, Schuyler, Steuben, and Tioga counties. 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. These grants are made possible with public, State Community Regrant (SCR) 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 based upon the following criteria:

- Artistic and/or Cultural and Programmatic Merit
- Learning Outcomes & Evaluation
- Student Benefit & Accessibility
- Managerial & Fiscal Competence

Priority is given to the following:

- Projects that pay artistic fees
- Projects that advance diversity, equity, and inclusion
- Clear, concise, and complete applications

Programmatic quality is valued over participant quantity.

Grant Amount & Funding Eligibility

Grants range from \$500 to \$5,000.

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. There is no required match.

See addendum for more details on funding eligibility.

Applicant Eligibility

The following applicants residing in Cattaraugus, 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.

Project Eligibility

Projects can be 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. Projects do not have to be accessible to the general public and can be delivered in-person or virtually in order to meet New York State COVID-19 guidelines.

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. Contact sessions may be in-person or virtual.

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.

See addendum for more details on project eligibility.

Application Process and Deadline

The application deadline is 11:59pm on Friday, December 10, 2021. Applications are submitted online through our online application system at <https://earts.submittable.com/submit>.

The completed application consists of the following:

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

Suggested information to include in the narrative questions is found in the application.

Review Process

A grant panel consisting of community members evaluates each application in the context of the evaluation criteria and available funding and evaluated competitively against other requests. A separate panel process will convene solely for Cattaraugus County applicants.

Based on these evaluations, The ARTS Council will assign an applicable dollar amount. The ARTS Council, however, does not make any evaluative decisions or make recommendations to the grant panel.

When considering applications from previously funded applicants, upon request, panelists will be furnished historical record.

Prior support does not imply or guarantee that an application will be funded. Additionally, assistance or recommendations made to an applicant doesn't guarantee funding and may not reflect the panel's decisions.

The ARTS Council's Board of Directors will preview panel decisions but cannot change the decisions.

Application Assistance

All applicants are encouraged to discuss their projects with the Grants Manager before submitting their applications. The Grants Manager will also conduct a series of grant information sessions, including creating support videos, covering a variety of topics. Applicants are strongly encouraged to attend one or more of these sessions. The schedule can be found on our website.

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

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. The Grants Manager will not review submitted applications for completeness.

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

Award Notification & Distribution of Funds

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 January, 2022. 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. Further information is available at 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 for 2022 funding, 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 completed, DEC funded grant applications.
- If an applicant does not discuss their project with the Grants Manager in advance of submission
- 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
- 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
- Supports activities whose primary focus is fundraising
- 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, or therapeutic and also lack an artistic component
- Proposes activities and programs that cannot be completed between January 1, 2022 and December 31, 2022
- 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 equipment purchases in excess of \$1,000
- 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)