



2023 Teaching Artist Grant Guidelines

The ARTS Council of the Southern Finger Lakes
79 West Market Street, Corning, NY 14830
chris@eARTS.org | 607-962-1332 x 205 www.eARTS.org

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.

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
- Student Benefit & Accessibility
- Managerial & Fiscal Competence
- Learning Outcomes & Evaluation

Priority is given to the following:

- Applications that pay artistic fees
- Applications that advance diversity, equity, and inclusion

Programmatic quality is valued over participant quantity.

Grant Amount & Funding Eligibility

Applicants can request grant funding 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 from Cattaraugus, Chemung, Steuben, Schuyler, or Tioga county can apply:

- Individual Teaching Artist
- Unincorporated Group or Nonprofit hiring a Teaching Artist

Schools cannot be the applicant, however, a PTA with nonprofit status independent of the school can be the applicant. Teachers cannot be the applicant for their own school unless the project occurs during off-contract hours.

School or Community Center Eligibility

Applicants can work with the following partners:

- Public or Charter Schools certified by BOCES
- Community Centers (no specific definition)

Schools and Community Centers must be located in the same county where the applicant resides.

See addendum for more details on School and Community Center eligibility.

Project Eligibility

Projects must:

- Occur during School Hours in a School or after School Hours in a School or Community Center
- Involve K-12 aged students
- Have a minimum of three, sequential sessions between the same teaching artist(s) and the same group of students
- Incorporate one or more participatory, hands on art forms and involve in-depth, age, and skill appropriate learning opportunities
- Provide stated learning goals, methodologies, and outcomes, and a means for evaluation

Projects can involve multiple groups of students, however, the same teaching artist must still have a minimum of 3 sessions with each group of students.

See addendum for more details on project eligibility.

Application Process and Deadline

The application deadline is 11:59pm on Friday, December 9, 2022. Applications are submitted online through our online application system at <https://earts.submittable.com/submit>.

A completed application consists of the following:

- Applicant Information
- Project Information
- Budget Narrative
- Artist(s) Biographies
- Artistic Work Samples
- Letter of Partnership

The application consists of a mixture of short answers and narratives. Please note, there is no budget form.

Review Process

Grant panels consisting of community members evaluate and score applications based on the grant criteria.

Based on these evaluations and available funding, 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 can be furnished historical records. 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 previews panel decisions but cannot change panel 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 covering a variety of topics. Applicants are strongly encouraged to attend one or more of these sessions. The schedule can be found on The ARTS Council's website at www.earts.org/grants.

Applicants are encouraged to submit drafts of their application narratives via email at least 1 week before the deadline. The Grants Manager will review drafts for clarity with an eye towards the grant criteria, not for copyediting and rewriting. Please note, the recommendations of the Grants Manager may not align with the grant panelists. The Grants Manager cannot 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, 2023. 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 for funding:

Applicant, School, Community Center

- Applied directly to NYSCA for 2023 funding, whether or not it was received. This includes sponsored applications
- Failed to submit final reports for completed, SCR funded grant applications
- 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
- Does not submit an application 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

- Occurs outside the county where the applicant resides
- Specifically targets home-school participants
- Non-arts activities and/or projects that lack an artistic component
- Appears to take the role of certified teacher
- Selects students taken from regular classes or are self-selected for participation
- Occurs outside the school day or on a school break if applying for an In-School Project
- Is a standalone, single occurrence activity
- Proposes the acquisition of artwork
- Activities whose primary focus is fundraising
- Cannot be completed between January 1, 2023 and December 31, 2023
- 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

- Is less than \$500 or exceeds \$5,000
- Supports equipment purchases in excess of \$1,000
- Project income exceeds project expenses
- Pays children or students (primary, secondary, higher education) as professional artists
- Pays cash prizes or awards
- Pays operating, deficit, capital, start-up, contingency, or other administrative expenses not related to the project
- Pays fellowships and/or scholarships
- Pays entertainment, party, reception expenses