2023 Teaching Artist Grant Round 2 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 schools or community centers in Cattaraugus, Chemung, Schuyler, Steuben, and Tioga counties. These grants are made possible with public, Statewide 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).

Applicant Eligibility

Individual teaching artists, nonprofits, or unincorporated groups from Cattaraugus, Chemung, Steuben, Schuyler, or Tioga county can apply. The following are additional applicant eligibility requirements:

- Schools cannot apply, however, PTAs with nonprofit status independent of the school can apply
- Teacher cannot be the applicant for their own school unless the project occurs during off-contract hours
- Direct 2023 NYSCA applicants, regardless of whether or not funding was awarded, are ineligible
- Previous SCR grant funded applicants must have completed prior projects and submitted their final reports

Project Eligibility

Applicants may partner with either a public or charter school certified by BOCES or a community center. Partners must be located in the same county where the applicant resides.

Projects may occur during or after school hours between July 1, 2023 and June 30, 2024, must have a minimum of three, sequential sessions between the same teaching artist(s) and the same group of K-12 students, and must be distinct from projects requested in the first 2023 application cycle. Applicants can apply in 2024 with a different project.

The following are additional project eligibility requirements:

- Projects must Incorporate one or more participatory, hands on art forms and involve in-depth, age, and skill appropriate learning opportunities
- 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
- Projects cannot appear to take the role of the classroom teacher
- Projects can support a closed group of learners, however, school based projects must be open to all students within the chosen classroom or group and students cannot be self-selected for participation
- Projects cannot specifically target home-school participants
- School partners cannot be private or parochial or receive direct funding from NYSCA
- Projects must include an artistic component and cannot support commercial arts or other forms of entertainment for entertainment’s sake such as magicians or sip and paint.
- Projects cannot propose the acquisition of artwork, have a primary focus of fundraising, or propose financial gain for the applicant as the primary benefit

**Grant Amount & Funding Eligibility**

Applicants can request grant funding from $500 to $5,000.

Applicants may submit up to three (3) requests, totaling no more than $5,000, through any combination of Community Arts, Teaching Artist, and Individual Artist grant applications.

Applicants who have already received the maximum $5,000 in the first 2023 application cycle are ineligible.

The following are additional funding eligibility requirements.

- Projects cannot request individual equipment expenses greater than $1,000
- Total project costs, including the grant request, must equal or be greater than your grant request
- Projects cannot pay children or students (primary, secondary, higher education)
- Funding cannot support cash prizes, awards, scholarships, fellowships, party, or reception expenses
- Funding can only support direct project expenses and cannot support deficit, capital, start-up, contingency, or other administrative expenses not related to the project
- Funding can only support in-state travel expenses

**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:

- Projects that pay artist fees
- Applicants and/or projects that represent BIPOC, LGBTQIA+, and/or Folk & Traditional communities
- Applicants from Cattaraugus or Schuyler counties

Programmatic quality is valued over participant quantity.

**Application Process and Deadline**

The application deadline is 11:59pm on Friday, May 19, 2023. Applications must be submitted online through our online application system at [https://earts.submittable.com/submit](https://earts.submittable.com/submit).

A completed application consists of the following:

- Applicant Information
- Project Information
The application consists of a mixture of short answers and narratives. 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 application to determine if applicants meet eligibility requirements. 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 Grants Manager’s recommendations 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.