

2024 Guidelines

Arts Education Grant

Weaving the arts into K-12 core curriculum,
as well as teaching youth new artistic skills and abilities,
is at the core of the Arts Education grant.

Deadline: Saturday, January 13, midnight

Administered by:

Community Arts Partnership, ArtsPartner.org
Robin Schwartz, Grant and Program Director, programs@artspartner.org

Applicants can be:

Tompkins County not-for-profit organizations
or individuals/small groups

Guidelines & Applications: ArtsPartner.org
or click [HERE](#) for our grants page.

Recommended: Grant Writing Workshops & Handout

Free Grant Info & Advice Sessions: October through December 2023

There are multiple Zoom workshops and live workshops in Ithaca locations and other Tompkins County locations, all posted on our [grant page](#). Registration is required.

Robin Schwartz, CAP Grant Director will discuss CAP's grants and share grant writing advice to help your requests rise to the top of the pile.

Excellent Handout: Find a “Grant Writing Advice” PDF on our [grant page](#).

Taped Workshop: A taped workshop will be posted on our grant page by October 12.

Recommended: Advice, Questions, Draft Review

Advice, Brainstorming, and Questions

Email Robin Schwartz, CAP Grant Director (email above) anytime for advice, to brainstorm, and/or with questions. Reading these guidelines first is helpful.

Grant Draft Review

Robin can review application drafts. Send a draft at least a week before the deadline (ideally) to the above email, but she can review applications through January 12. Be advised that although Robin facilitates the grant panel meetings, she does not make recommendations or state her opinions to the panel. Any recommendations that she may make when reviewing a draft is based on her experience and does not constitute a guarantee of funding.

Previous Applicant Alert

Funding is never guaranteed. The number of applicants, the amount of money available change each year. Requests are rated based on the grant criteria and the process is competitive.

New York State Council on the Arts Program & Priorities

The Community Arts Partnership (CAP) has three grants available in January of 2024. This **GAP grant, an Artist in Community Grant, and an Arts Education grant**. All three are part of [New York State Council on the Arts](#) (NYSCA) Statewide Community Regrants Program which CAP administers for Tompkins County.



SCR is a statewide effort to make exemplary arts programming available to geographically, ethnically, and racially diverse segments of the State's population, and to support the continued development of local cultural resources responsive to community cultural needs.

NYSCA embraces the widest spectrum of cultural expression and artistic pluralism and encourages funded organizations to demonstrate a holistic and comprehensive commitment to

DEIA (diversity, equity, inclusion, and access).

NYSCA interprets underrepresented communities as including, but not limited to, African American/Caribbean, Latino/Hispanic, Asian/Pacific Islander, Middle Eastern, Native American/Indigenous communities; people in geographically remote areas; disabled communities; LGBTQIA communities; neurodiverse communities; vulnerable aging populations; veterans; low income and homeless populations; as well as justice-involved juveniles and adults.

Who Can Apply to the Arts Education Grant

* **Tompkins County artists**

Artist applicants must be Tompkins County residents as of January 2024, must be at least 18, and not enrolled in an undergraduate or graduate degree program in 2024.

However, if the Applicant is a cultural organization, their teaching artists do not have to reside in Tompkins County.

* **Municipalities**

* **Tompkins County Arts or Cultural Organizations**

(excluding “**Direct NYSCA applicants**) Local not-for-profit organizations that have applied directly to New York State Council on the Arts for 2024 funding (whether funded or not) are called “Direct NYSCA Applicants” and cannot apply for this grant, our Artist in Community Grant or Arts Education Grant, and cannot serve as a Sponsor Organization. Email Robin Schwartz to see of list of the 25 Direct NYSCA Applicants .

Request Amount, # of Requests

There are three grants programs that are part of NYSCA’s “Statewide Regrant Program (SCR)” which includes this Arts Education Grant (AE), the Grants for Arts Program (“GAP”), and the Artist in Community Grant (AICG).

- Applicants can apply for more than one SCR grant (for different programs, or different aspects of a larger program). GAP Applicants must be not for profits, AICG applicants must be individual artists or artist groups. and AE applicants can be an arts organization or an individual or group.
- The maximum grant is \$5,000 for all SCR grants. For example, if an applicant is applying for a GAP grant and an Arts Education grant. the total request for both cannot exceed \$5,000.
- An applicant can submit up to three grant requests for all three SCR grants.

What is “Arts Education”

- Weaving the arts into K-12 core curriculum, as well as teaching youth new artistic skills and abilities, is at the core of Arts Education.
- Art instruction (visual, dance, music, theatre, literary...) helps children with the development of motor skills, language skills, social skills, decision-making, creative problem solving, inventiveness.
- Young people who participate regularly in the arts are four times more likely to be recognized for academic achievement. Arts Education leads to fewer disciplinary infractions and higher attendance, graduation rates, and test scores.
- Teaching through the arts makes difficult concepts more easy to understand. The best arts education projects are those that allow the children to use their imagination and creativity to create their own interpretation of the art form being taught.
- Although this is not a requirement for this grant, ideal arts education projects use teaching artists to use their art to help understand a non-arts subject or address a potential student challenge. For example, an artist can use fiber art to teach math and measurements; teach history through writing and performing; teach songwriting to express current issues; use dance to teach literacy. Integrating art with other disciplines reaches students who might not otherwise be engaged in classwork.

The Arts Education Grant

THE GRANT IS FOR:

- Sequential (at least three sessions with the same group of students), skill-based learning and study that teaches the students one or more art forms. For the purposes of this grant, arts is defined as visual art (painting, photography, drawing, etc.) performing arts (theatre, music, playwriting, dance), literary (poetry, fiction or creative non-fiction, spoken word); film media, and the like.) as opposed to an activity the outcome of which is primarily rehabilitative, educational, spiritual, religious, therapeutic, or recreational.
- Projects that focus on the student’s exploration of that art form and the artistic process.
- Students should create something from their own imaginations using the art form (rather than just copying or memorizing).
- Emphasis must be placed on the depth and quality of the creative process through which students learn through or about the arts.
- The project can (optional) culminate in exhibitions, productions, or demonstrations.

CAN BE IN-SCHOOL, OR AFTER SCHOOL PROGRAMS :

(The requirements for each are different - see below)

- at a Tompkins County public (not private) school during the school day.
- at an after-school program at a public school or cultural organization. Programs can be registration based, but the cost must not prohibit inclusion.

GOALS AND OUTCOMES:

The applicant must state specific student learning goals, and outcomes as a means for evaluating the success of the project.

The Grant Can Fund

artist fees, consumable supplies (used during the course of the project), mileage (up to \$75), space rental, and any other expenses directly related to the project. Staff or school teachers can be paid for hours spent on project that are not part of their regular working hours, such as after-school time.

Funding Priorities

- Higher consideration will be given if the project addresses specific non-arts challenges that the students may have.
- For In-School Programs: Higher Consideration will be given if the project meaningfully aligns with the student's curriculum.
- For In-School Programs: Higher Consideration will be given if the school's certified art, music, dance and/or theater teachers participate in the project in addition to a non-arts teacher(s).
- Higher consideration will be given if the project fulfills a cultural need, or otherwise unmet need in terms of geography or community engagement, increases access to the arts, or reaches a broad and diverse audience.

For In-School Projects During School Day

1. Optional, but higher priority is given if in-school projects involve a **direct collaboration between at least one non-arts** classroom teacher and at least one teaching artist not currently affiliated with the partner school. Projects that are collaboratively designed, planned and taught by the participating teaching artist(s) and non-arts teacher(s) are given high consideration.
2. **Students should not be taken out of regular classes** to participate, or be self-selected for participation in the program.

3. **Art Education funds must not replace**, or appear to replace, the role of certified arts teachers in schools. However, it is recommended that the certified art, music, dance, and/or theater teachers participate in the project.
4. **A letter of commitment** must be included with your application or sent via email. For In-School Programs: from the School Principal. For After-School Programs: From the Director or President.
5. **The number of students benefiting** will be a funding consideration.
6. Project must involve **at least three hands-on art learning sessions** with teaching artist(s), and the exact same group of students (called the “core group”). Each session should be at least 30 minutes long. (Each time an artist connects with a group of students, separated by time, can be considered one learning session.) It is highly recommended that sessions are separated by enough time for reflection and refining. It’s great if the students have activities related to the project in between teaching artist visits.
7. **Project must have an evaluation plan** in place to assess the level of student achievement and understanding.

For After-School Projects

Teaching artists can work in after-school programs in both schools or community organizations. For the after-school or community-based setting, **#4 to #7 above apply**. #1 to #3 do not apply to this category.

The Grant Can Not Fund

- Projects where the artistic component is not at the forefront. Projects can also be rehabilitative, scientific, therapeutic, or educational but the teaching of the art form must be the main focus and goal.
- Programs with religious content.
- Local cultural organizations that have applied directly to New York State Council on the Arts (NYSCA) in 2024, whether funded or not.
- Projects taking place in private or parochial schools, or for home schooled students.
- Stand-alone programs without the artistic learning sessions, such as a performances, or a visit to a cultural institutions.
- College-level courses, scholarships, contests, or student performing groups.
- Staff salaries for time during their regular work day. (Payment for hours outside of their regular hours can be requested.)

Panel Review Criteria

Panelists rate the requests using the criteria below. Ratings range from “1” (does not meet any of the criteria) to “5” (meets and exceeds all criteria).

- Adherence to these guidelines and “Funding Priorities” stated above .
- Application clarity and completeness.
- Depth and quality of the artist(s) interactions with students.
- Anticipated student impact.
- Appropriateness of the educational and artistic goals and expected student outcomes of the project.
- Degree to which these goals relate to the proposed project activities and grade levels served.
- Quality of expertise and appropriateness of the proposed artists.
- Quality of evaluation plan.
- Appropriateness and cost-effectiveness of the proposed budget.

After The Due Date

- Applications will be checked for eligibility, completeness, and accuracy. Applicants may be contacted for clarification and/or additional information.
- If the funded artists do not have artistic websites, CAP may request artist resumes.
- A panel composed of area community leaders, artists, business people, and educators will be sent the application materials immediately after the due date. They’ll have about two weeks to read the requests. The panel will meet virtually in late January 2024 to make funding decisions.
- Requests are rated against each other using the criteria above. Based on the request’s place in the ratings and fund availability, funding decisions are made.
- Applicants will be informed of the decision regarding their requests at the end of January or in early February.
- Grantees will be featured in CAP’s publicity, website, and press.
- All awardees sign and return a NYS contract acknowledging receipt of the award funds. It includes obligations and the procedures for providing a final report, and proper credit of NYSCA, Tompkins County and CAP on all publicity materials. W9 forms are required from individuals receiving \$600 and over.

Submit to Robin Schwartz programs@artspartner.org

Find documents [HERE](#) on our grants page

1. GOOGLE FORM REGISTRATION

Fill out a 3 question google form (name and email of applicant and 5-12 words about the project) at <https://forms.gle/XqpKWWktdeigPrVz5>

Since grants are submitted via email, this registration ensures that CAP does not miss any incoming requests.

2. APPLICATION

3. BUDGET FORM

RETURN as separate PDF's or as combined PDF

Make sure your page breaks aren't wonky and that there aren't extra blank pages.

4. STATEMENT OF COMMITMENT

Include with your application or sent separately via email. In-School Programs: from the School Principal. After-School Programs: From Director or President.

Sample Budget Form

FOR	PROGRAM EXPENSE	(EXPLAIN EXPENSE in detail)	PROGRAM INCOME	(EXPLAIN INCOME in detail)	SUBTRACT: Expense minus Income
Teaching Artist(s)	\$2,400	1 artist - 12 classes x \$50/class = \$600 x 4 classrooms	\$1,300	BOCES - \$800 Artist Donation - \$500	\$1,100
Teacher after School Time	\$500	4 teachers x 5 hrs x \$25/hr	\$500	Paid by PTA	\$0
Materials/Supplies	\$425	Art Supplies, see attached list			\$425
Administration of Project	\$100	Artist M. Brown			\$100
Travel	\$54	12 trips x 9 miles x .50/mile			\$54
Other Expenses or In-	\$50	Preparation of materials by artist			\$50
TOTALS:	\$3,529		\$1,800	Grant Request →	\$1,729

