Arts Build Communities Grant Guidelines

For projects occurring between January 1, 2013 – December 31, 2013
Deadline: 5:00 p.m., October 1, 2012
Electronic submission only

Oregon Arts Commission: Values Statement

The arts and culture are touchstones of community and civic life and it is essential to preserve, stabilize and develop their central role to benefit Oregonians and Oregon's quality of life. The Oregon Arts Commission believes:

- Art brings people together, strengthening communities.
- Art is critical for our students.
- Art adds value to Oregon's economy.
- Art is fundamental to a healthy society.

The Commission's role is:

- To lead through advocacy, policy development and planning.
- To seek funding for and make grants to arts organizations and artists.
- To build coalitions and encourage collaborations among the public and private sectors, arts and culture organizations, and artists.
- To ensure the arts touch the lives of all Oregonians.

Goals To ensure that:

- Oregonians have wide access to the arts.
- Oregon arts organizations across the State have the skills and resources to offer high quality programs.
- Public and private support for arts and culture is increased and leveraged.
- Oregonians have access to quality arts learning opportunities.
- Oregon artists are supported in creating work of acknowledged high quality.

Purpose of the Arts Build Communities Grants

Arts Build Communities grants support the arts in local communities and the involvement of the arts and artists in community development. The grants recognize the expanding role that arts organizations play in the broader, cultural, social, educational and economic areas of community life. Support is provided to arts and other community-based organizations to form alliances and partnerships to strengthen communities through projects that connect the arts with local issues and opportunities.

Projects from communities that are underserved by arts services will receive priority for funding. Underserved communities include communities whose opportunities to experience the arts are limited by geography, ethnicity, economics, or disability. Successful community arts projects connect with broader community development issues and goals. The most competitive Arts Build Communities grant projects illustrate the connection between artists, local arts resources, and community development.

Solid arts and community development projects reflect local partnerships, local impact, and careful project management. While projects may access resources outside the community, this program's emphasis is on building local capacity to strengthen the arts in a community. The ABC Grant program is broader than an arts project grant program. It is committed to fostering partnerships and strengthening the arts in communities across the state.

Projects must support the integration of the arts and artists with community goals and may include new initiatives, new program development, or the expansion of an existing arts and community development project.

This program will not support the construction, purchase, or renovation of facilities. However, pre-development, design fees and community planning activities are eligible for support.

Examples of Recent Successful Arts Build Communities Projects:

- The Arts Center of Corvallis and Samaritan Health Services developed a partnership to create a replicable curriculum for training and certification of professional artists and musicians to work in rural health care settings. The resulting curriculum trains and certifies a new cadre of artists making them eligible for employment in five regional SHS hospitals and related health care facilities.

- Crows Shadow Institute developed a series of programs focused on traditional horse regalia in partnership with the Fort Walla Walla Museum.   Close to 40 people participated in a series of workshops taught by highly experienced instructors, with finished works exhibited and used in a major ceremonial horse parade.

- Teatro Milagro's presented "Journeys", the theatre's bilingual Puentes residency program, in Redmond. Using a partnership with Obsidian Middle School and area social service agencies, the theatre introduced an anti-bullying curriculum to schools and community groups. Milagro also shared curriculum through an educator in-service, a bilingual workbook for community leaders and educators, and classroom visits to the participating schools.

- The Jordan Schnitzer Museum of Art at the University of Oregon strengthened relationships with Lane County's growing Latin American, Asian, and Asian-American communities by translating its marketing and educational material and portions of its website into Spanish, Japanese, Korean, and Mandarin Chinese to increase awareness of its collections and offer programs to new audiences.

- The Oregon Shakespeare Festival created "Culture Fest," to reach out to the Rogue Valley's diverse communities through employment recruitment, education programs and audience development activities including translated performances, bilingual services and public events. The program worked to build awareness among new and infrequent playgoers, raise consciousness within the OSF company and create dialogue and partnerships with multilingual, multicultural and mutigenerational communities.

- The Powers Action Team developed "Art Along the River," an arts education project that was a partnership of the Powers Action Team, Powers School District and the Powers Ranger District to offer a series of nature-based art apprentice opportunities to local low- and middle-income youth.

- The Friends of Latimer Quilt & Textile Center created the "Tillamook County Quilt Trail: Preserving and Promoting our Rural Heritage" project which placed quilt images on the sides of farm structures. The buildings functioned as "canvases" to promote the area's quilting and agrarian heritage.

- In partnership with the regional arts council Arts Central, the Museum at Warm Springs designed and developed arts learning class associated with its *Art Through Ancestry* exhibition. The program allowed

students to experience, and be inspired by, contemporary Native American art and traditional artifacts from the Museum's collection,

Eligibility

Applicants for Arts Build Communities grants must meet the following eligibility criteria:
- be a unit of local government (including libraries, schools and Tribal governments); or
- have IRS 501(c)(3) federal tax-exempt status (organizations using a fiscal sponsorship are not eligible to apply)
    - **a 501(c)(3) non-profit must have**
        - corporate, non-profit status in the state of Oregon;
        - demonstrate a history of effective management practices;
        - have submitted all Oregon Arts Commission final reports for any previous grants awarded.

Limitations

Arts Build Communities Grants will not fund:
- Indirect costs
- Capital construction
- Tuition assistance or scholarships for college, university or other formal courses of study
- Projects that have already been completed
- Offset of previous operating or project deficits
- Events whose primary focus is to raise funds for a non-arts purpose.

Review Criteria:

The following criteria will be used to evaluate Arts Build Communities Grants:
- **Project Excellence**   **(20 points)**
    How the project involves both community process (the interaction of people) and product (meeting project outcomes.) What process is in place to develop community relationships to connect the arts with other areas of community life? Knowledge and experience of project artists.
- **Partners and Collaborators**   **(15 points)**
    Project partners and collaborators and their involvement in the project. How the project was planned and how artists, partners, and others were involved in that planning.
- **Project Outcomes**   **(30 points)**
    How the project will strengthen the arts and strengthen the community through the arts. How communities and populations will be served through the project, and how the project will address critical issues and opportunities within the community.
- **Organizational Capacity**   **(15 points)**
    The mission and purpose of the applicant organization and how the project proposes to advance the mission. The management and fiscal capacity of the organization to manage the project to successful completion. A budget that is accurate and clear.
- **Access**   **(10 points)**
    How the project proposes to involve participation of persons across areas of ethnic background, disability, age, gender, sexual orientation, and socio-economic status. If the project serves a special population (such as residents of a housing authority), how will all people within that group be ensured access to the project?
- **Evaluation**   **(10 points)**
    How the success and impact of the project process and outcomes are measured.

Grant Awards

Arts Build Communities grants will generally range from $3,000 to $ 7,000. The Arts Commission has limited resources, and not all eligible applicants will receive funding. **Priority will be given to projects that have not previously received funding.**

Matching Requirements

Arts Build Communities grants must be matched at least dollar-for-dollar with earned, contributed or in-kind support. The most competitive projects demonstrate some cash match committed by other funders.

Deadline

Completed applications **must be submitted through the online grant system no later than 5:00 pm October 1, 2012**. Applications received after the deadline will not be considered. Please do not wait until the last minute to submit online applications. High traffic can slow on-line processing time through the server an may jeopardize grant submission.

Access Compliance

Any entity that provides services to the public must comply with the Americans with Disabilities Act. Arts organizations specifically must be familiar with section 504. The Arts Commission provides assistance to Oregon arts groups on issues of access. Contact Shannon Planchon, Assistant Director, (503) 229-6062 or shannon.planchon@state.or.us. TDD Assistance is available at (800) 735-2900.

Assistance

Assistance from the Arts Commission staff is available to applicants prior to the application deadline. Contact Brian Wagner, Community Arts Coordinator, (503) 986-0083 or brian.wagner@state.or.us with questions.

Application Review Process

Arts Commission staff reviews submitted applications for eligibility, completeness, and budget accuracy. A panel of arts professionals reviews each eligible application in an open meeting process.

Panel meetings are open to the public and all applicants will receive advance notice of the meeting time and place. The panels review and rate each application. Scores are provided to the full Commission, which will consider the panel ranking as well as the geographic and programmatic services provided when making its grant awards. Applicants are notified of the Commission's decision by mail following the Commission meeting.

Final Reports

The Arts Commission documents the impact of the arts in Oregon. Arts organizations receiving grants must complete a final narrative and budget report. Final financial reports must reflect the application budget as submitted or revised to the Arts Commission. Grant reports must be submitted within thirty (30) days of the completion of the grant period. All grantees are subject to periodic monitoring by the Oregon Arts Commission and must retain fiscal records for a period of three (3) years following completion of the grant period.

Organizations that have been previously funded by the Arts Commission must fulfill final reporting obligations before new grant funds will be distributed.

Documentation

The Oregon Arts Commission uses electronic images for web and print-based publications. If your project is awarded Commission funding please remember to take and save digital images of your project activities as they occur. At the completion of your project, please provide at least three high-resolution electronic images (JPG or GIF, **2 megabyte minimum**). Include a list of captions (providing names of people included in the photo if possible) and photographer-credits for each image.

The following questions should be completed and submitted on line. You may prepare the answers in a word processing program, and count the characters before you paste into the online form. Keep in mind that character counts vary from program to program, and the count that is in the online system is the one that we are using. (Character counts include spaces)

Project Summary
Summarize what the proposed project will achieve, how this will be accomplished and how Arts Commission funds will be used.   Refer to the examples of Project Summaries in the Program Guidelines. [500 characters]

Project Excellence   (20 points)
Community arts projects frequently focus on both community process (the interaction of people) and product (meeting project outcomes.) How will your project strive for excellence in both of these areas? How will you develop a high quality community process that builds relationships and continues to connect the arts with other areas of community life? Are project artists knowledgeable and experienced in the appropriate areas? Attach, as optional supplemental support materials, photos or written documentation of the work of artists that you plan to involve in this project. [3500 characters]

Partners and Collaborators   (15 points)
Identify project partners and collaborators and their involvement in the project. Describe how the project was planned and how artists, partners, and others were involved in that planning. [2500 characters]

Project Outcomes   (30 points)
Describe the project and how the project will strengthen the arts and strengthen the community through the arts. Describe the communities and populations this project will serve and how this project will address critical issues and opportunities specific to communities served. Specifically address project outcomes. [3000 characters]

Organizational Capacity   (15 points)
Describe the mission and purpose of your organization. How does the project fit with the mission of your organization? Describe the management and fiscal capacity of your organization to manage this project to successful completion. Make sure that your budget is accurate and clear. [3000 characters]

Access   (10 points)
How will your project seek participation of persons across areas of ethnic background, disability, age, gender, sexual orientation, and socio-economic status? If the project serves a special population (such as residents of a housing authority), how will all people within that group be ensured access to participate in the project? [1500 characters]

Evaluation   (10 points)
How will you know if your project is continually on-track? How will you measure the success and impact of project process and outcomes? Who will be involved in the evaluation?   What criteria/methodology will be used? 1500 characters]

Additional Information Required from Applicants:
Documents will be uploaded into the application, through the "portfolio".
- Biographical summary for key management
- Brief artistic resumes as necessary to support application

- Letter(s) of support from partner organization(s)
- List of names, addresses and affiliations of current board members
- If the ABC project proposal includes a public mural, provide local public art regulations and a letter of support.
- Certified audit, or board-approved financial statement for most recently completed fiscal year
- Supplementary material
    - Copies of relevant, recent (past two years) press clippings or arts reviews   [no more than six (6)]