



DC COMMISSION ON THE ARTS & HUMANITIES
50th ANNIVERSARY

FY 2020 DISTRICT ARTS AND HUMANITIES INITIATIVE: FIELD TRIP EXPERIENCES (FTE) GUIDELINES

Applicants may submit one (1) District Arts and Humanities Initiative application per grant cycle

**Organizations may request up to \$100,000
Deadline: Friday, June 14, 2019 at 4:00 pm Eastern Time (ET)**

Government of the District of Columbia
Commission on the Arts and Humanities
200 I (Eye) Street, SE, Suite 1400
Washington, DC 20003



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PROJECT-BASED GRANT

Applicants may submit one (1) District Arts and Humanities Initiative: Field Trip Experiences application per grant cycle

FY 2020

District Arts and Humanities Initiative: Field Trip Experiences (FTE)

Release Date: Friday, May 3, 2019
Application Deadline: Friday, June 14, 2019 at 4:00 pm ET
Grant Period: October 1, 2019 to September 30, 2020
Award Amount: Organizations may apply for up to \$100,000
(Maximum Award)
Cash-Match Requirement: None

Questions

Overview

Group Name / Organization:
(10 words)
(Required)

Request

Organizational Profile

In which ward is the applicant headquartered?
(Required)

Legal Status:
(Required)

Applicant Discipline:
(Required)

Institution Type:
(Required)

Organization Founding Date
(Required)

Organization Fiscal Year
(Required)

What is the organization's mission and vision? Please include the top three recent accomplishments.
(100 words)

District Impact & Engagement

How will the applicant market its activities to specified target populations in DC? What are the direct efforts to engage these populations? How does the applicant evaluate this engagement?

(300 Words)
(Required)

What modes of programmatic evaluation has the applicant used in the past? Provide examples of changes as a result of the evaluation(s). If none, explain why. What are the anticipated modes of evaluation the applicant will employ?

(300 Words)
(Required)

If partnerships are involved in any of the activities discussed above, provide relevant details such and documentation e.g. financial, resource sharing or in-kind contributions.

(300 Words)
(Required)

Work Samples & Uploads

Provide a statement describing how the content of the work sample best represents the applicant and/or the work supported by the request. (400 Words)

(Required)

Application Narrative Form

(Required)

Support Materials: Include syllabi, lesson plans, brochures, marketing materials, and letters of recommendation and testimony.

(Required)

Work Samples: Include video and audio excerpts, writing samples, and student art work along with materials created by teaching artists and teachers in professional development projects (Note: Please use the Media Viewer and ensure all links are working.)

(Required)

Project Budget:

(Required)

Resume(s) of Key Personnel:
(Required)

W-9 (Dated within 30 days of grant deadline):
(Required)

Arrest and Conviction Statement:
(Required)

Statement of Certification (Dated at time of grant submission):
(Required)

Certificate of Insurance:
(Required)

Clean Hands Certificate (Dated within 30 days of grant deadline):
(Required)

ACH Form (if bank information has changed):

IRS Letter of Determination:
(Required)

List current board members and their roles:
(Required)

FY18 IRS Form 990:
(Required)