



DC COMMISSION ON
THE ARTS & HUMANITIES

FY16 PROJECT-BASED GRANTS ARTS EDUCATION PROGRAM ORGANIZATIONS

Applicants may submit one Arts Education Program application per grant cycle

In-School Projects

Out-of-School Time Projects

Professional Development Projects

Organizations may request up to \$50,000

Deadline: Wednesday, May 21, 2015 at 4:00PM

PROJECT-BASED GRANTS

Applicants may submit one Arts Education Program application per grant cycle

FY 2016

Arts Education Program (Organization)

In-School Projects

Out-of-School Time Projects

Professional Development Projects

Organizations may request up to \$50,000

Deadline: Wednesday, May 21, 2015 at 4:00PM

Arts Education Program (Organizations) Questions

Work Samples & Uploads

Provide a statement describing how and why the educational and/or artistic content of the work sample best represents the applicant and/or the project. Describe how the project delivers educational and/or artistic excellence and achieves stated goals. (400 Words)

(Required)

IRS Letter of Determination:

(Required)

W-9:

(Required)

Support Materials: Including press clippings, brochures, marketing materials and letters of recommendation and testimonies.

(Required)

Resume(s) of Key Personnel:

(Required)

DC Certificate of Incorporation:

(Required)

Current Board of Directors:

(Required)

FY14 CDP Profile (Review Complete):

(Required)

Educational Materials: Includes video and audio excerpts, writing samples and student art work along with syllabi, lesson plans, and other materials created by teaching artists and teachers in professional development projects.

(Required)

Overview

Project Title

(Required)

Provide a brief description of the request.

(15 Words)

(Required)

Amount Requested

(Required)

Type of Support

(Required)

Project Start Date:

(Required)

Project End Date:

(Required)

Briefly detail the arts and humanities activities and goals during the grant period:

(200 Words)

(Required)

Have you received a grant from DCCAH within the past 5 years?

(Required)

Has your address changed in the past 12 months?

(Required)

Request

Organization Profile

In which Ward is the Applicant located?

(Required)

Legal Status:

(Required)

Applicant Discipline:

(Required)

Institution Type:

(Required)

Organization Founding Date
(Required)

Provide the organization's mission statement, vision and history. Please include the top three recent accomplishments.
(200 words)

Request Details

Project Discipline:
(Required)

Type of Activity:
(Required)

Arts Education Population:
(Required)

Project Descriptors:
(Required)

Arts Education Project Type:
(Required)

Expected number of artists paid by this grant request (in whole or in part):
(Required)

Provide a timeline and/or schedule of planned activities related to the grant request.
(300 Words)
(Required)

If applicable, provide past examples executing activities similar to this request. If not applicable, please describe why. Responses can include examples of the applicant fabricating, installing, managing, producing and/or presenting similar projects.
(300 Words)
(Required)

What personnel does the applicant use to implement the project? Of these, how many are DC-residents?
(200 Words)
(Required)

District Impact & Engagement

Which ward(s) do your activities and/or programs impact through audience attendance and/or participation?

(Required)

Expected number of individuals served by this request during the grant period:

(Required)

Define the DC target audience and/or participants as related to the activities and/or programs and the grant request. In what ways do the applicant's distinct activities and/or programs meet the needs of the targeted DC population? Consider how the applicant's work is differentiated from other applicants in DC within the discipline.

(300 Words)

(Required)

How will the applicant market its activities and/or programs to specified target audiences and/or participants in DC? What are the direct DC efforts to engage the applicant's DC audience and/or participants? 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 or efforts discussed above, note them with relevant details such as financial, resource sharing and/or as in-kind. If not, explain why.

(300 Words)

(Required)

How does the applicant work to ensure that all activities and modes of engagement are accessible to District residents and visitors of all abilities and backgrounds? Discuss the applicant's strategies to include people with disabilities as well as other underserved populations, which include those whose access to professional arts and humanities experiences is limited by geography, ethnicity, and/or economics. (For more information, review the Americans with Disabilities Act, the FY15 Guide to Grants and DC Human Rights Act of 1977.)

(200 Words)

(Required)

Budget Narrative, Capacity & Sustainability

Total Project Budget:

(Required)

Project Income:

(Required)

Project Expenses:

(Required)

Provide a budget narrative. Explain and justify all items and amounts listed in the "Budget" tab with relevant detail and additional information. Example: Artistic Personnel = \$9,000 (5 artists @ \$300 stipend x 6 days). Include the sources of required matching funds, if applicable, and whether the funding is secured or pending.

(400 Words)

(Required)

Describe the applicant's current revenue strategy to sustain educational programming over the course of FY2015 and to provide the cash match of grant funds if applicable.

(200 Words)

(Required)

Describe how the applicant uses appropriate electronic financial monitoring systems to track expenditures related to this grant request?

(Required)

Is there anything specific that the panel should know about the applicant's finances? Please explain any large variances on the CDP profile.

(100 Words)

Budget

(Budget Tab, Required)