



## Art Project Program

Fiscal Year 2020 Deadlines: September 27, 2019 and March 27, 2020 at 4:30 p.m.

The Art Project program provides funding of up to \$5,000 to support relevant, meaningful arts activities with value to the community your organization serves. Support may be used to create, perform, exhibit or publish artistic works; or to present arts events by contracting the services of other organizations or individuals.

### Review Criteria

**Artistic Vision (40%):** The strength of the artistic concept behind your project. This includes not only the artistic quality of the artist(s) or groups involved, but also the appropriateness to the community served.

**Impact and Evaluation (30%):** The anticipated community value of your project. This includes demonstrating a clear vision of what success will look like, as well as articulating appropriate evaluation to know whether you achieved what you intended.

**Ability (30%):** Your organization's capacity to undertake your project. This includes: providing a budget that is realistic, feasible, and demonstrates a clear understanding of the scope of your project; and adequate support materials.

### Application Deadlines for FY20:

For projects beginning December 1, 2019

**Friday, September 27, 2019 at 4:30 p.m.**

For projects beginning June 1, 2020

**Friday, March 27, 2020 at 4:30 p.m.**

Applications open six weeks prior to the deadline.

For all deadlines, your project must be completed and grant funds spent by June 30, 2021.

For Fiscal Year 2020, ARAC has budgeted \$80,000, which we plan to divide equally between the two rounds of grantmaking.

### Who's Eligible?

This is a program for organizations across our region. All Duluth organizations are eligible regardless of budget size. Organizations outside of Duluth with minimum prior year arts operating expenses of \$40,000 are eligible to apply into this program. Smaller groups outside of Duluth are eligible to apply into our Rural & Community Art Project program.

**This information can be made available in the following alternative formats: Braille, large print, and audio tape. We also can help your group find a language interpreter to translate these guidelines. To accommodate your request, the Arrowhead Regional Arts Council will need at least 10 working days.**

Arrowhead Regional Arts Council  
The Ordean Building  
424 West Superior Street, Suite 104  
Duluth, MN 55802  
218-722-0952 or 800-569-8134  
[info@aracouncil.org](mailto:info@aracouncil.org)  
MN Relay Service 1-800-627-3529

### **What Kind of Organizations?**

- State-registered and federally recognized non-profit, tax-exempt organizations
- Accredited schools
- Tribal governments
- Units of government

To be eligible, your organization must be located in the following Arrowhead counties: Aitkin, Cook, Carlton, Itasca, Koochiching, Lake, or St. Louis.

If your group has not yet received non-profit, tax-exempt status, you may apply by using a non-profit organization, accredited school, tribal government, or other unit of government as a fiscal sponsor. For information on how to use a Fiscal Sponsor, see the [Fiscal Sponsor Guidelines](#) page on our website, or contact us directly.

### **Coordination with Minnesota State Arts Board Support**

Organizations currently receiving Operating Support from the Minnesota State Arts Board (MSAB) are not eligible to apply to this or any other ARAC program, though they may serve as an eligible group's fiscal sponsor or partner. Past ARAC grant recipients with an overdue, unaccepted, or falsified final report are ineligible to apply.

### **How Many ARAC Grants Can an Organization Receive in One Year?**

In a single ARAC fiscal year (July 1-June 30), an organization can receive grant funding of **up to \$20,000 total** from applications reviewed in all eligible programs.

### **Americans with Disabilities Act**


Funded applications must comply with the Americans with Disabilities Act (ADA). The

ADA requires that organizations make access to publicly funded projects available to people with disabilities. For more information contact: VSA Minnesota at 612-332-3888, [craig@vsamn.org](mailto:craig@vsamn.org), [www.vsamn.org](http://www.vsamn.org), or the MN State Council on Disability at 800-945-8913, [council.disability@state.mn.us](mailto:council.disability@state.mn.us), [www.disability.state.mn.us](http://www.disability.state.mn.us).

### **What Kinds of Things are INELIGIBLE for Funding?**


- The project attempts to influence any state or federal legislation
- The activity involves out-of-state travel.
- The project requires excessive entry or exhibition fees, includes tuition, fees or work toward a degree
- The project primarily involves developing school curriculum plans or teaching materials
- The project promotes religious socialization
- The project was once supported by state general fund appropriations
- The project is designed for a private audience and is not open to the general public
- The project is for capital improvement or construction
- The funds are requested to purchase more than \$600 worth of equipment or to purchase real property
- The funds are requested for general operating support
- The funds are requested for a project that serves as a benefit or fundraiser

**Note:** ARAC has attempted to provide a thorough and clear articulation of its eligibility rules, but it reserves the right to declare an application ineligible for reasons not explicitly stated here. If you have questions about the eligibility of your project, please contact the office.



Grantees are responsible for complying with all federal, state, and local laws, rules, regulations, and ordinances in relation to the use of these funds. Failure to comply may result in termination or forfeiture of the grant.

**Tips on Applying for Grants**

- If you have any questions, or if you are a first-time applicant, you are encouraged to contact ARAC staff at 218-722-0952, 800-569-8134, or [grants@aracouncil.org](mailto:grants@aracouncil.org).
  - ARAC staff can review your grant application if you request that review two weeks or more before the grant deadline. Staff assistance in no way implies your grant request will be funded.
  - Please review our website for our Grants FAQ.
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## Narrative Questions

### Artistic Vision

**(40% of your score):**

In this section, describe the artistic concept behind your project. This includes not only the artistic quality of the artist(s) or groups involved, but also the intentionality behind the project and its appropriateness to the community served.

- What is your proposed project? Where will it take place, and what is the timeline for your activity?
- Describe the artistic vision behind your project.
- Describe the artistic quality of the artist(s), group(s), and/or activities involved; and describe the qualifications of the project leaders. If the intended artists or groups have not been selected yet, explain the selection process that will be used. Be as specific as possible.

### Impact and Evaluation

**(30% of your score):**

In this section, describe the anticipated community value of your project as well as your plan to evaluate it.

#### Impact

- What is the anticipated community value of your project?

#### Evaluation

This section is for you to tell us about your goals and how you plan to know whether you succeeded in reaching your goal. If you don't know how to answer these questions, please contact us and talk the issue through with our Grants Manager. But don't wait until the final two weeks before

the deadline, as they may be too busy to provide much help.

- Goal Statement? What are you trying to accomplish with this work? What are your measurable outcomes?
- How do you plan to know whether the work is a success? Please tell us about how you will assess this work. How will you measure the outcomes stated above?

### Ability

**(30% of your score):**

In this section, describe your organization's capacity to undertake your project. This includes: providing a budget that is realistic, feasible, and demonstrates a clear understanding of the scope of your project; adequate support materials; as well as narrative responses articulating your organization's readiness to undertake the project.

- Why should we have confidence in your organization's ability to complete this project?
- How will the ARAC funding will be used? Please provide context and details for the budget you will attach.

### Optional:

- Is there anything more you would like to tell ARAC about your proposed project or your organization?

You'll be asked to attach appropriate artistic resumes.

## What happens after I apply?

1. The staff reviews all applications and materials for completeness and eligibility. Applicants are responsible for the quality and scope of their application. Reminder: Late or incomplete applications are ineligible.
2. Eligible applications are reviewed and approved by the ARAC Board. All applicants will be notified of the meeting and are allowed to observe the proceedings. All board and panel meetings are open to the public.
3. Applicants will be notified via email of the Board's decision within fourteen days of the board grant review. Successful applicants will receive a contract and a final report form which must be completed and submitted within thirty days of completion of the project. Applicants are responsible for updating ARAC in writing of any major changes to their proposed project.
4. The Board's funding decisions may be appealed solely on alleged procedural errors. An applicant must request an appeal within thirty days of notification of the Board decision. A Review Process Subcommittee, consisting of at least three members appointed by the ARAC chair, will consider any appeals. The Review Process Subcommittee reports its findings and recommendations to the full ARAC Board for action.

## Our website includes tip sheets about:

- **Applying for grants generally**
- **How to fill out our budget document**
- **How to use the ARAC Grant Portal**

## About Us

**Mission:** The Arrowhead Regional Arts Council (ARAC) seeks to facilitate and encourage local arts development. This mission statement grows from a conviction that the arts improve the quality of life in the region.

**Legislative Mandate:** ARAC is one of eleven regional arts councils designated by the State of Minnesota "to make final decisions on the use of legislative appropriations for local/regional arts development." ARAC is charged to assess the needs of the seven counties in the Arrowhead Region and to plan and administer programs and services based on its assessment.

**Arts and Cultural Heritage Fund Mandate:** ARAC receives funding from the Legacy Amendment which was appropriated by the State Legislature with money from the vote of the people of Minnesota on November 4, 2008. The intent of this funding is to support and create access to the arts for artists, arts organizations, and communities; to support arts education for Minnesotans of all ages; and to support diverse ethnic and cultural arts traditions represented in this state.



**NOTES:**

