



Arts Learning Project Program

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

The Arts Learning Project program provides funding of up to \$5,000 to support arts learning activities in any arts discipline. This grant program is intended to support high-quality, age-appropriate arts education to increase knowledge, skills, and understanding of the arts. These projects may occur in a wide variety of community venues.

Review Criteria

Educational Value (50%): The quality, significance, and appropriateness of the arts instruction for the identified learners. This includes the specific qualifications of the teacher(s) or groups involved, as well as the value of the overall concept behind the project.

Impact and Evaluation (25%):

The anticipated community value of your project. This includes demonstrating a clear vision of what success will look like, as well as articulating appropriate assessment strategies for knowing whether you achieved what you intended.

Ability (25%): You or 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 \$65,000, which we plan to divide equally between the two rounds of grantmaking.

Who's Eligible?

Organizations and Individuals are both eligible for this program.

Individuals. To be eligible to apply for this program, you must be at least eighteen years old, a U.S. citizen or have permanent resident status, and be a resident of Aitkin, Carlton, Cook, Itasca, Koochiching, Lake, or St. Louis County for at least six months, and

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
MN Relay Service 1-800-627-3529

remain a Minnesota resident for the duration of the project. Individuals enrolled in arts-related degree programs are INELIGIBLE to apply.

Organizations:

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

What Kind of Organizations?

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

If your group has not yet received non-profit, tax-exempt status, you may apply by using another nonprofit 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.

Individuals with projects seeking financial support from both ARAC and the Minnesota

State Arts Board (MSAB) may do so only after consulting with ARAC staff.

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.

How Many ARAC Grants Can an Individual Receive in One Year?

In a single ARAC fiscal year (July 1-June 30), you may receive one grant from each eligible program, as long as they are each for separate projects.

In the Arts Learning grant program, you can submit one application per deadline.

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, www.vsamn.org, or the MN State Council on Disability at 800-945-8913, council.disability@state.mn.us, www.disability.state.mn.us.

What Kinds of Things are INELIGIBLE for Funding?

- The project funds an activity that functions as graded school arts curriculum.
- The project primarily involves developing school curriculum plans or teaching materials

- The funds are requested to pay K-12 students or college students in an arts-related degree program
- 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 promotes religious socialization
- The project was once supported by state general fund appropriations
- 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

Funding for this program comes from Minnesota's Legacy Amendment, which has a mandate that the money is to supplement activities that have traditionally been funded by other sources of money, not as a substitute for them. If you have questions about this requirement, please contact our office.

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.
- 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.

Narrative Questions

Educational Value

(50% of your score):

Describe the quality, significance, and appropriateness of the arts instruction for the identified learners. This includes the specific qualifications of the teacher(s) or groups involved, as well as the value of the overall concept behind the project. Either here or in the Ability section, please make sure you discuss both the artistic qualifications of your instructors as well as why we should have confidence in their ability to complete your project. Your lesson plan will be considered both as demonstrating the value of your project as well as demonstrating your ability to complete the project.

- What is your proposed project? Where will it take place, and what is the timeline of your activity?
- Describe the educational vision behind your project.
- Describe the qualifications of the instructors and project leaders and tell us why they were selected. If the intended instructors/project leaders have not been selected yet, explain the selection process that will be used. Be as specific as possible.

Impact and Evaluation

(25% of your score):

Describe the anticipated community value of your project. This includes demonstrating a clear vision of what success will look like, as well as articulating appropriate assessment strategies for knowing whether you achieved what you intended.

- What is the anticipated community value of your project? The community

value of your project might be a public event, increased access to the arts, or some other form of public engagement. Your event does not have to result in a public event if not appropriate for the learners, for example, younger children; but in most cases the projects will be open to the public and have a public component.

- What is the anticipated value to the learners?

Evaluation

The next two questions are 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 this question, 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 if the work was a success? Please tell us about how you will assess this work. How will you measure the outcomes stated above?

Ability

(25% of your score):

Describe your 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 readiness to undertake the project.

- Tell us why we should have confidence you or your organization can complete this project.

- How will the requested ARAC funding be used? Your project budget should be realistic, feasible, and include appropriate funding to complete and promote your project.

Optional:

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

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 by a panel of community and board members, who then send recommendations to the ARAC Board for final approval. 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 our 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:

