

New York State Council on the Arts

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Arts Education

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Information Outlined Below:

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- Community-Based Learning

For complete instructions on how to apply to NYSCA's FY2017 Grant Program, please [click here](#).

Program Goals

NYSCA is committed to nurturing the creativity of all New York's citizens, especially the learners and leaders of tomorrow. We believe that the arts are intrinsically educational and integral to teaching and learning, both in school and community settings. Arts Education Program support may involve any arts discipline supported by NYSCA. Multidisciplinary projects are welcome.

Goals of the Arts Education Program:

- To provide students of all ages and abilities throughout New York State with arts learning experiences of enduring quality through support of applications that emphasize sustained, multi-session hands-on arts learning processes.
- To promote high-quality arts teaching through support of applications that incorporate recognized arts learning standards, along with strong evaluation and assessment components.
- To strengthen NY State's arts learning ecosystem through support of applications that stress fair compensation and meaningful professional development opportunities for teaching and resident artists.
- To encourage innovation and sharing of knowledge in the changing arts education environment through support of applications that provide unique partnerships and exceptional services to the field, as well as through support of regrant activities that reach deeply into all regions of the State.

The NYSCA grant program strives to make investments of public funds that serve all communities and people that comprise New York State's citizens and visitors. NYSCA strongly supports values and encourages the sustained and concerted efforts of non-profit art, culture and heritage organizations to be inclusive and have their workforces, artists and programmatic offerings reflect New York State's diversity of people, geography and artistic interests.

Program Information

Types of Support Available:

Applicants may make a total of two requests Council-wide, except in categories exempt from the two-limit request (see below). Applicants wishing to make two requests in the Arts Education project categories in FY16 should first speak to Program staff regarding eligibility for General Operating Support. Applicants are limited to only one request in the K-12 category and/or only one request in the Community Based Learning category.

General Operating Support is provided for organizations whose primary mission is arts education. General Operating Support applicants may not apply in the project categories below, and are limited to one additional request Council-wide.

Project Support is provided for applicants from a variety of arts disciplines in the following categories:

1. Community-Based Learning
2. K-12 In-School Programs
3. Services to the Field

Regrants and Partnerships Support is made by invitation from the Council only, and is *exempt* from the Council-wide two-request limit.

Eligibility to Apply for other NYSCA Support and Exemptions from the Two-Request Limit:

Organizations applying for or receiving General Operating Support from NYSCA may also apply for Project Support in one other program. Sponsored applicants and those funded under the following programs are exempt from the two-request limit:

Architecture + Design Program - *Independent Projects category*

Dance Program - *Rehearsal Space and Residencies category*

Electronic Media & Film Program – *Workspace, Art & Technology category*

Facilities Program - *All categories*

Folk Arts Program - *Apprenticeships category*

Folk Arts Program - *Regional and County Folk Arts Programs category*

Individual Artists Program – *All categories*

Literature Program – *Literary Translation category*

Regional Economic Development Program – *All categories*

State and Local Partnership Program - *Decentralization category*

All Programs - *Regrants and Partnerships category*

Evaluative Criteria

Grant requests are evaluated in accordance with agency-wide [criteria](#).

Eligibility Criteria:

In order to be eligible to apply for Arts Education Program support, an applicant organization must meet the following minimum criteria:

- It must be a governmental or quasi-governmental entity, a tribal organization, or duly incorporated non-profit organization, either incorporated in NY State or registered to do business in NY State, with its principal place of business located in NY State; and
- Unless it is otherwise exempted from prequalification, the nonprofit must be prequalified to do business with NY State by the time of the NYSCA application submission deadline date. For more information about how to Register and Prequalify in the Grants Gateway, click [here](#).
- The timely submission and staff approval of all mandated Final Reports is required before an application can be considered for funding. Please sign in to the NYSCA website and view the Organization Home Page on the online grant application system to review the reports that are due, overdue, or incomplete.
- It must demonstrate a consistent policy of fair payment to resident artists and teaching artists.

The Arts Education Program does NOT support public school teachers' salaries, training or professional development, or parent-teacher associations.

Category Specific Information & Questions

Applicants are required to complete those questions that correspond to the category for which they are applying.

Community-Based Learning

Community-Based Learning support is provided for ongoing arts activities in community settings that provide in-depth and sustained experiences to learners of all ages. Participants may include children, adults, families, and life-long learners. Applications for intergenerational programs are welcomed. Activities may include workshops, classes, and training in the arts offered by arts organizations. Support is also granted to community-based, non-arts organizations offering arts activities to the public in partnership with artists and arts groups, provided that students engage in a course of sequential arts learning as a primary goal of the program. The Council emphasizes the quality of the arts process and learning experience above the creation of a finished product such as an exhibition or performance. Applicants must demonstrate a consistent policy of fair payment to resident artists and teaching artists.

Class size and numbers of sessions should be of sufficient scope to justify NYSCA support. A rule of thumb for a strong program would be a minimum of eight consecutive classes or workshop sessions offered weekly or monthly, serving a group of at least 8-10 participants.

This category supports in-depth, sequential learning projects. One-time workshops, single performances, drop-in programs, or one-time visits to cultural institutions are ineligible outside of a broader learning context.

Projects must be open to the general public in the community. That is, if an after-school or weekend arts learning activity is directed toward boys ages 10-18, it may not be restricted to boys attending a specific school, but must be open to all eligible boys in the neighborhood. If an arts activity takes place on school grounds, it must be offered outside of regular school hours, and not as part of an extended school day during which the presence of a certified teacher is required. This category does not support professional training of artists. However, project expenses may include orientation of teaching or resident artists to the project's goals and objectives.

Priorities

The priorities of the Community-Based Learning category include projects that:

- Deepen and broaden the general public's knowledge, experience and participation in the various arts disciplines
- Take place in rural and underserved communities with limited access to arts programming
- Apply state and/or national arts learning standards to community arts education programs. See the Common Core Education Standards Initiative: <http://www.corestandards.org> and NYS Arts Standards: <http://www.p12.nysed.gov/ciai/arts/artstand/home.html>

Eligible Expenses – Community-Based Learning

- Requests to NYSCA may not exceed 50% of the total project cost.
- NYSCA support is primarily directed toward artists' fees, but may also include scholarship support, administrative support and the cost of materials. These costs should be detailed in the finance portion of the application, and may include:
 - costs for assessment, evaluation or documentation of the project:
 - costs for art materials and transportation of art materials or musical instruments necessary for the project; and/or

- costs for administrative personnel representing no more than 15% of the applicant organization's total administrative costs for the project, which may include project director and consultant fees.
- Applicants conducting projects that are entirely supported by income from student tuition may apply **only** for scholarship support.

For Sponsored Requests, Please see Application Instructions for [Sponsored Organizations and Individuals](#)

Community-Based Learning Questions:

Artistic/Programmatic

1. Project Description

Provide a brief narrative description of the proposed project that includes:

- Arts discipline/s taught
- Number of sessions offered per class/workshop
- Beginning and ending dates of classes/workshops
- Duration and frequency of class/workshop sessions
- Demographic description of students served by the project, including age range and number of students on scholarship
- Numbers of students to be served (per class and project total)

2. Project Overview

Discuss how the project relates to the organization's mission. Is this a new initiative or an ongoing activity? Describe how the project builds on previous work.

3. Goals/Outcomes

What are the learning goals and outcomes for the proposed project? How will these goals be achieved?

Managerial/Fiscal

4. Project Team

Describe the roles and credentials of the teaching/resident artists, staff, consultants, and/or other individuals involved in the project. How are they selected and supervised? Describe how the artist(s) and your organization will partner in the planning and implementation of this project.

5. Facilities/Venues

Describe the venue(s) and classroom facilities for the project, noting location/s.

6. Evaluation/Assessment

Describe plans for evaluating the project, including how the progress toward stated goals will be measured. Describe how the impact of this project will be assessed as it relates to artistic accomplishments and educational gains for the participants. If an evaluation report will be generated, indicate how it will be utilized, noting staff or consultants involved. Describe how project-related feedback directly from the community is gathered, assessed and utilized.

7. Finances - Please address the following:

- Describe plans for meeting the expenses of this project.
- Will the scope of the project change if the full request for NYSCA funding is not received? Please explain.
- **NB:** Please be sure to break out the following information pertaining to the project's Income and Expenses in the project **budget notes** section of the application:
 - Contributed Income - detail sources and whether funds are confirmed or pending.

- Earned Income – note the per-student tuition or fee charged for the proposed project along with any additional earned revenue related to the project.
- On-Staff Artistic Personnel/Outside Artistic Personnel – specify daily or hourly rates and prorated salary of relevant artistic staff for the project, as well as for teaching/resident artists (outside artistic costs).
- Administrative Personnel – indicate prorated salary or fees for the project.
- Remaining Operating Expenses – itemize the principal expenses for the project not included in other expense categories, including the amount projected for scholarship support for the project.

Service to the Public/Outreach

8. Participant Selection

Summarize the selection process, if any, for students participating in the project.

9. Marketing

Describe how the applicant organization will reach the target population to be served by this project. How will the project be promoted and publicized? Please give the url/s of the applicant organization's website/s here.

10. Community Context

What other community groups and cultural organizations in the area are already involved in related community-based learning activities? Describe any partnerships or collaborations with other organizations, discussing the ways in which partners communicate to better serve and advance programming, and any plans for enhancing collaborative activity and community outreach.

11. Scholarships

Articulate the process and criteria used for selecting scholarship recipients, noting the number of recipients per year, whether the scholarships are full or partial, and how scholarship opportunities are advertised. What percentage of students for the proposed project will receive scholarship support? What measures are used to determine financial need? (Disclosure of federal income tax returns should not be required of scholarship applicants.)

12. Support Materials Listing

Provide here a list of all support materials being uploaded into Grants Gateway with this Community-Based Learning request. Please refer to the list of mandatory support materials for the Arts Education Community-Based Learning Category that follows the guidelines questions.

Support Materials

Support Materials must be submitted by uploading each into the Pre-Submission Upload menu in the Grants Gateway Grant Opportunity Portal.

Acceptable file types: Adobe Acrobat PDFs, Microsoft Word DOC or DOCX, Microsoft PowerPoint PPT or PPTX. To submit URLs, please create a Word or PDF file with a list of URLs with any notes or description. URLs cannot be password protected and must remain live until December 31, 2016. NYSCA is not responsible for any broken, inactive or password protected links.

In the event that an applicant fails to submit one or more of the following required materials, the application will not be eligible for review. For a more detailed description of how to submit your support materials for this application, please click [here](#) for more information.

Category Specific Support Materials

Applicants are required to submit those support materials that correspond to the category for which they are applying.

Community-Based Learning:

1. *Video documentation of past classes workshops or arts activities* demonstrating the quality of the interaction of teaching or resident artist/s with students, as well as examples of student work. Panels view no more than three minutes of video, so please indicate clearly which portion of a longer sample should be viewed. Note what phase of the project the sample represents (e.g., “fifth week of ten-week session,” “culminating event,” etc.). The strongest video submissions:
 - Consist of a single video.
 - Reflect recent work with students in the age group for which NYSCA funding is requested.
 - Provide a “you are there” glimpse into sequential arts learning in the classroom or during a site visit.
 - Reflect student engagement with the work of the teaching artist/s.
 - Provide examples of the outcomes of student work on the project.
2. *Résumés or biographical statements* of the participating artist(s), principal staff, consultants, and /or other key individuals involved in this project; maximum of 1 page each.
3. *Representative samples of brochures or marketing materials* relevant to this project or to the organization. Promotional videos should be labeled with preferred order of viewing.
4. *A sample unit or lesson plan.*
5. *Samples of evaluative materials* (e.g. entrance and exit surveys, rubrics, etc.), if any, used to measure the success of stated learning goals and outcomes for the project, along with *documentation on outcomes* of past evaluations.
6. *Website, Facebook, Twitter, YouTube, and other social media links.* We also reserve the right to review any/all of these online sources as part of your application.