

New York State Council on the Arts

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Dance

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Information Outlined Below:

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- General Operating Support

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

Program Goals:

The Dance Program supports quality programming and efforts to build audiences for the art form throughout the state. It also seeks to bolster the New York State dance community by supporting service groups that provide administrative and technical assistance to dance artists and organizations. NYSCA has a long-standing commitment to fund dance in all its diversity and stylistic breadth, to embrace the new, the emerging, and the experimental, to provide support for mid-career choreographers and their companies, and to sustain the major ballet and modern institutions. Dance Program funding fosters the creative process by supporting rehearsal time and space for choreographers, enabling the production of new work.

Dance organizations which may apply include: ballet, traditional modern and avant-garde, ethnic, jazz, tap, and historical dance companies, dance service organizations, consortia serving management needs, and collectives of individual choreographers.

For Dance Commissions, see the [guidelines](#) for Individual Artists.

Organizations requesting support for mime/movement theatre performances should refer to the Theatre guidelines.

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 its workforce, 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).

General Operating Support is provided for organizations whose primary mission is dance. General Operating Support applicants may not apply in the Professional Performances and Services to the Field categories in Dance and are limited to one additional project request Council-wide.

Project Support is provided for applicants in the following categories:

- Professional Performances
- Rehearsal Space and Residencies
- 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 and 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 – 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](#).

Artistic Evaluation

NYSCA must be able to evaluate an applicant's artistic and programmatic quality on an ongoing basis. It is the responsibility of all current and prospective applicants to inform staff of events well in advance of the event date. This is required so that staff and/or advisory panelists may attend and evaluate the events. Email notification is welcome at dnc@arts.ny.gov. Please specify the company name/artistic director name; date(s)/time(s); theatre name/street address/city; contact person name/title; phone number; and email address. All events must be public performances in New York State. Applicants are welcome to contact the Dance Program staff to obtain an address list of current panelists.

Program Prerequisites:

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](#); and
 - 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; and
 - It must demonstrate fiscal stability as indicated by such factors as a positive fund balance, an absence of substantial, recurring organizational deficits, a realistic and balanced organizational budget, diverse revenue sources, and strong internal controls; and
 - It must have a viable, committed board of directors with officers that exercise oversight and accountability for governance, operations, programming and finances.
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Category Specific Information & Questions:

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

General Operating Support

General Operating Support represents an investment by NYSCA in an organization's ongoing work, rather than a specific project or program. General Operating Support seeks to reward exemplary practice in all areas of administration, finance, programming, and other organizational activities.

General Operating Support is directed toward ongoing activities of arts and cultural organizations, arts and cultural programs operated as independent entities within their own organizations, or significant ongoing arts and cultural programming within organizations whose mission is not primarily arts based, for example, a performing arts center operated as a separate entity within a college or university, or a theatre program operating as a discrete entity within a multi-arts center.

When considering the provision and level of General Operating Support the Council examines the nature, scope, and quality of an organization's programs and activities, its managerial and fiscal competence, and its public service.

General Operating Support grants will be no less than \$5,000 and will not exceed 25% of an organization's budget, based on the income and expense statement for the organization's most recently completed fiscal year. General Operating Support is awarded on a multi-year basis.

General Operating Support Prerequisites:

In order to be eligible to apply for General Operating Support, an applicant organization must meet the following minimum criteria:

- Its primary focus or mission must be in the discipline in which the organization is seeking General Operating Support; or the organization must have significant ongoing activities that address the focus of the NYSCA program in which the organization is seeking support; and
- It must have ongoing programs, exhibitions, productions or other art and cultural activities that are open to the general public; and
- The organization makes evident a substantial commitment to arts and culture, with a prior record of accomplishment in producing or presenting cultural activities; or the organizational mission is primarily devoted to arts and culture, with a prior record of accomplishment in producing or presenting cultural activities; and
- The organization must currently employ one or more qualified, salaried (not contracted) full time or part time administrative staff; and
- It must demonstrate an established history and consistent policy of fair payment to resident artists and teaching artists, where appropriate; and
- A dance company applicant must have produced at least 2 home seasons in the last 3 years, with the provision that the seasons involved public performances consisting of at least one hour of programming by the company; and
- A dance company applicant must demonstrate significant services or activity in New York State, which is defined as a home season of at least seven performances within the last three years.

Sponsored Requests are not eligible in this category.

General Operating Support Questions:

Artistic/Programmatic

1. Background

Describe the organization and how it was established, focusing on the activities for which support is requested.

2. Artistic/Cultural Vision

Articulate the organization's artistic and/or cultural vision.

3. Program Overview

Describe programs and/or services planned for the coming year. How will they help the organization to realize its artistic and cultural vision? Discuss any new programs and/or initiatives that are planned for the next two years, as well as the goals and expected outcomes for these activities. If appropriate, indicate the number of company dancers and the number of paid rehearsal and performance weeks in the current and request years.

4. Changes and Challenges

Describe any recent significant programmatic changes, developments, and/or challenges, indicating how any challenges will be addressed.

Managerial/Fiscal

5. Staff

Identify the key administrative and artistic staff members responsible for this program. Detail any recent significant changes in key staff positions.

6. Governance

Describe the board and/or governing body in detail, including committee structure, diversity, meeting schedule, and approach to staff and fiscal oversight.

7. Facilities

Describe the facilities used for programming and administration.

8. Organizational Development

Outline the approach to institutional and succession planning, highlighting the roles of staff and board.

9. Finances

- Detail plans for meeting current and future expenses, including sources of earned and unearned income.
- Explain any current and/or recurring surplus or deficits.
- How will the scope of the activity change if the full request for NYSCA funding is not received?

10. Artist and Programmatic Consultant Fees

Indicate how payment to artists and any outside consultants is determined. Please include the range of fees.

Service to the Public

11. Constituency

Describe the audiences and communities served.

12. Development and Outreach

Detail efforts being undertaken to cultivate and broaden the organization's constituency.

13. Marketing

Describe the organization's marketing strategies.

14. Online Resources

Describe the organization's use of the Internet and social media.

15. Evaluation

Articulate how the organization evaluates its programs, services, and/or other organizational initiatives.

16. Community Context

Identify the other organizations in the area that provide similar arts and cultural activities, and tell us how their activities support, enhance, or differ from those of this organization. Describe any partnerships or collaborations with other organizations.

17. Support Materials

Please list all of the support materials and/or work samples being submitted. These materials are critical to the application's assessment.

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.

Note: On Grants Gateway, each upload box allows for only a single file. Please be sure to bundle all pages for each upload box as a single multipage file.

Category Specific Support Materials

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

General Operating Support:

1. *Résumés or biographical statements* of up to 3 key staff, maximum of 1 page each
2. *Organizational Chart*
3. *Up to 5 representative marketing materials* (sample flyers, catalogs or brochures) that reflect activity for the past year. Do not include press coverage, reviews or notices.
4. *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.
5. *Event Schedule Form* – Download [the form here](#), fill in and then upload to the Pre-Submission Upload menu of the Grants Gateway Grant Opportunity Portal application.
6. *Dance Work Samples* – If appropriate, submit one or two cued, unedited work samples totaling no more than twenty (20) minutes, to be provided as (a) URL link(s). (*See acceptable file types above*) Each sample must be labeled with name of artist/company, work title, year of creation and event year. URL's cannot be password protected and must remain live until December 31, 2016. NYSCA is not responsible for any broken, inactive or password protected links.
7. *Long-range or Strategic Plan.*
8. *Additional materials* – any additional materials you wish the Council to consider.