



# 2019 Arts Education Innovation Grants GUIDELINES

## Supporting Creativity in Sonoma County

**Date Open:** March 1, 2019

**Deadline to apply:** April 12, 2019 11:59pm PT

**Awards announced:** May 30, 2019

**Funding period:** June 2019-June 2020

**Grant Info Session (Optional):**

Thursday, March 14, 2019, 4:30-5:30pm  
141 Stony Circle, Suite 110, Santa Rosa, CA

**Application Workshop (Optional):**

Thursday, March 28, 2019, 5:30-7pm  
141 Stony Circle, Suite 110, Santa Rosa, CA

**Questions?** Email [CreativeSonoma@sonoma-county.org](mailto:CreativeSonoma@sonoma-county.org)

141 Stony Circle, #110 • Santa Rosa, CA • 95401 • 707.565.6120



# 2019 Arts Education Innovation Grants GUIDELINES

## OVERVIEW

We believe that everyone deserves a full, vibrant creative life and that access to a high-quality arts education for young people builds the foundation necessary to foster such a life. Unfortunately, access to arts education is not always equitable. There are those who lack access based on race/ethnicity, sexual orientation, gender, gender identity, socioeconomic status, or religion. We seek to address these disparities and expand access to typically underserved students with a new grants program open to both established and grassroots arts and cultural organizations that share our commitment to equity.

## PROGRAM GOALS AND OBJECTIVES

In 2017, Creative Sonoma and the Community Foundation Sonoma County launched a competitive grants program to support new and innovative ideas that specifically engage students ages 2-18 with limited access to high-quality arts education. Ideas for projects could include but are not limited to:

- Developing unique partnerships that increase access to arts education to new participants.
- Piloting untested, innovative arts education programs that extend opportunities to underserved participants.
- Arts education programs that are culturally relevant to students and build on established community connections.

Strong applicants will be able to demonstrate:

- How students participate in the creation of visual, performing, literary or media arts.
- How the program or project increases students' knowledge of a particular art form.
- How the program or project increases students' knowledge in other related areas, i.e., cross-discipline learning about arts and healing, arts and the environment, etc.
- How the program or project reaches a student demographic that typically does not have access to arts education.
- For programs or projects that will develop unique partnerships, evidence that all entities engaging in the partnership are fully committed to success.

## GRANT AMOUNT

Up to \$7,500

## ELIGIBILITY

Applicants can include a diverse range of arts and non-arts organizations, from small, grassroots groups to well-established arts education organizations. Those who have a creative, innovative, equitable approach to expanding access to arts education are encouraged to apply.

If applicants have any questions about eligibility, project parameters, or regarding any of the following requirements and considerations, we encourage contacting Creative Sonoma staff to discuss your proposed idea.

### To be eligible to apply:

- 501(c)(3) nonprofit organizations
- Fiscally-sponsored program or organization with a track record of arts education work

### Additional requirements and considerations:

- Applicants may not submit more than one application.
- Only one application per project will be reviewed, i.e., two organizations will not be funded for the same project or activity.
- Grant funding may not be utilized to support fundraising events or galas.
- Projects can occur in or out of school settings, either during the school year or year-round (this grant will not support programs that only occur in the summer).
- Please note that programs or projects that do not engage students in the act of creating art, but are solely based on viewing a performance, are not eligible to apply.

### The following are NOT eligible to apply:

- Schools, school districts, school booster clubs, nonprofits whose primary focus is funding individual schools or districts, PTAs/PTOs, or education foundations unless they are the producers of the program and have a 3 year track-record with the program for which they are requesting funds
- County of Sonoma departments, divisions, department/division support foundations, and boards and commissions
- Grantees of the Arts Education Innovation grants are not eligible to apply for a 2019 Creative Sonoma Summer Arts Youth Program Grant *if the summer program is the same or closely similar to the AEI-funded program.*

### EVALUATION CRITERIA

Please keep the following in mind as you prepare your project and the application.

- **Creativity/Innovation** as evidenced by: unique concepts; new ideas in planning and/or implementation; demonstrated evolution of project and/or organization; creative problem solving to achieve objectives or other measures successfully defined by applicant.
- **Impact** as evidenced by: high quality, active participation and enriching experiences for children and youth in the cultural arts; effectiveness in utilizing the arts to create positive, stimulating and educational experiences for young people; clear description of how the impact on participants will be measured (i.e., post event surveys, observation, etc.); number of youth anticipated to be served directly and effectively by the project.
- **Capacity to Administer and Implement the Project** as evidenced by: expertise and experience of key administrative personnel; capacity to attract additional outside support – financial, in-kind, volunteer, etc.; financial stability of the organization and/or previous project(s); ability to document/provide evidence of student participation and outcomes; ability to document/provide evidence of committed partners or collaborators; board and/or volunteer support of the organization.
- **Targeted Audience Development** as evidenced by demonstrated efforts to reach underserved youth who may be limited by geography, economics or disability.
- **Completeness and Clarity** of application.

### HOW TO APPLY

Consider registering for and attending the Grant Info Session (in person or via phone) on **Thursday, March 14, 2019** 4:30-5:30pm as well as the Application Workshop on **Thursday, March 28, 2019** 5:30-7:00pm. Both sessions take place at Creative Sonoma, 141, Stony Circle, #110, Santa Rosa, or call in at 707-565-8996 (no code necessary). RSVP or register via the grant website.

In addition to reviewing these Guidelines, go to [www.CreativeSonoma.org/arts-education-innovation-grants/](http://www.CreativeSonoma.org/arts-education-innovation-grants/) to thoroughly review the Application Help Tool (which lists all application questions and includes instructions and tips on how to answer them).

- Either click the SUBMIT button or go to Creative Sonoma's Submittable account (<https://creativesonoma.submittable.com/submit>) to begin, work on, and save an application. You may save a draft of your application, but must officially submit it no later than **Friday, April 12, 2019 at 11:59 pm** PST.
- If you do not have access to the internet, please call 707-565-6121.

The online application requires the following uploads:

#### **All applicants:**

- Six (6) Creative Work Samples (*see Application Help Tool for description*)
- Project Lead's Resume
- IF APPLICABLE: Letter(s) of Support from Collaborating Organization/Agency Partners

#### **Nonprofit organization applicants must also upload:**

*(EXEMPTION: if the organization has received funding from Creative Sonoma previously, the following items are not required)*

- IRS Tax Exempt Determination Letter
- Organizational By-Laws

#### **Those applying with a fiscal sponsor must also upload:**

- Completed Fiscal Sponsor Form (download at [www.CreativeSonoma.org/arts-education-innovation-grants/](http://www.CreativeSonoma.org/arts-education-innovation-grants/))
- Fiscal Sponsor's IRS Tax Exempt Determination Letter
- Two Letters of Recommendation. Letters should be from professional partners, i.e., not from a relative or current colleague.

## **RESTRICTIONS**

Awardees will receive an electronic grant award notification packet which will include a grant agreement (contract) and a Final Report form. The Contract must be completed, signed, and submitted by June 30, 2019 in order to receive the first grant payment of 90% of total award. These funds are not transferable to other organizations or individuals, nor may they be re-granted. The Final Report will require grantees to document the results and outcomes of program participation and is required to be submitted no later than July 31 2020, at which time the final 10% of the grant award will be released. Future funding from Creative Sonoma will not be provided to any grantee who has not completed a Final Report.

#### **Grantee Responsibilities**

- Demonstrate evidence of appropriate insurance coverage for the project.
- Return all requested documents in a timely manner.
- Retain financial records for the funded project in the event they are required for an audit.
- Recognize Creative Sonoma, County of Sonoma, and Community Foundation Sonoma County in printed and promotional materials.
- Document the project through photos, video, stories and testimonials for inclusion in the final report.
- Attend meetings of all grantees called by Creative Sonoma during the grant period

## QUESTIONS

Email [CreativeSonoma@sonoma-county.org](mailto:CreativeSonoma@sonoma-county.org) or call 707-565-6121.

## DATES AND DEADLINES

March 14, 2019	Grant Info Session (optional), 4:30-5:30pm
March 28, 2019	Application Workshop (optional), 5:30-7:00pm
April 12, 2019	Application Deadline 11:59pm PST
May 30, 2019	Grant Awards Announced

## STATEMENT OF NON-DISCRIMINATION

Creative Sonoma is committed to providing services and making resources available to every resident of Sonoma county without regard to ethnicity, color, creed, religion, age, gender, gender identity and expression, sexual orientation, military status, marital status, political opinion, national origin, familial status, mental and physical disability, or source of income.

**Arts Education Innovation Grants are made possible with funding from the County of Sonoma and the Community Foundation Sonoma County.**