



Arts Education Framework Planning and Implementation Grant APPLICATION PACKET

Supporting and Advancing Creativity in Sonoma County

IMPORTANT DATES

Online Application Opens: June 1, 2022

Application Workshop: Tuesday, June 15, 2022 or Tuesday, August 25, 2022

APPLICATION DEADLINE: October 12, 2022 (11:59pm PT)

Awards Announced: November 2022

Funding Period: January –June 2023

Questions?

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GUIDELINES

OVERVIEW

Through the Arts Education Framework Grant Program, Creative Sonoma makes grant funding available to Sonoma County public school districts, to encourage and support delivery of more arts education by implementing new or strengthening existing arts education curriculum and/or through arts integration.

The program prioritizes reaching students who have limited access to arts education and/or live and attend school in geographically or economically underserved areas of the county. Rural districts and those that are located in improvement areas as defined by the 2021 Update to Portrait of Sonoma (measureofamerica.org/sonoma/) are especially encouraged to apply.

Funded by The William and Flora Hewlett Foundation, these grants will allow districts to get the help they need to make arts education an essential component of their plans to create a better future for their students.

Goals and Objectives

Grants will allow districts to accomplish the following objectives, depending on where they are in their planning or implementation process:

- Create or update their Arts Education plan, based on the Sonoma County Arts Education Framework (available on the grant webpage, www.creativesonoma.org/aef-grant/)
- Receive customized consultancy with experts in facilitation and planning
- Implementation of key elements of the plan
- Cohort learning with other grantees

Grantees will identify a Leadership Team that will work together over the course of the grant period. Teams must be comprised of no less than five (5) individuals and must include a district administrator, an educator from the arts community, a classroom teacher, and a parent advocate (preferably with a student in the lower grades of the district). Leadership Team responsibilities will include:

- Creating or updating the district's arts education plan under guidance of a paid consultant
- Overseeing implementation of the plan
- Participating in three (3) meetings of a county-wide cohort of Leadership Teams during the grant period for peer learning and professional development

ELIGIBILITY

Public school districts that are serviced by the Sonoma County Office of Education are eligible to apply (look up districts at www.scoe.org/pub/htdocs/finddistrict.html). Those eligible will apply under the following categories:

- **Category 1:** New applicants, and applicants that were not funded in previous cycles
- **Category 2:** 2020 Arts Education Framework Planning Grantees, 2021 Arts Education Framework Consultancy Grantees
 - Prior grantees are listed on the grant webpage: www.CreativeSonoma.org/aef-grant/

The following are NOT eligible to apply:

- Private school districts
- School, parent, or district support organizations or foundations

PROGRAM RESTRICTIONS

Please read these carefully, and contact Creative Sonoma if you have any questions:

- Applicants may NOT submit more than one application.
- Grant funding may NOT be utilized to support district fundraising activities.

GRANT AMOUNT AND ELIGIBLE EXPENSES

Applicants may request up to \$7,500, but most grants will be awarded in the \$5,000 range.

- Funding is limited and applicants must demonstrate the administrative, programmatic, fiscal and technical capacity to implement the project.
- Projects that occur in districts that have high percentages students qualifying for the Free and Reduced Lunch Program, Title I, and English Learners will be prioritized, and/or those with limited arts education resources.

Eligible expenses, depending on the category of applicant, include funding for:

- Substitute teachers to accommodate for teacher time to attend cohort trainings
- Planning consultants (to develop and/or revise an arts education plan and to guide development of grantee's Leadership Team)
- Implementation, including artist residencies and materials for residencies
- Professional Development (such as arts integration training for classroom teachers)

EVALUATION CRITERIA

A peer review panel, drawn from experts outside of Sonoma County, will assess these grants on the following criteria:

- **District readiness for planning and/or implementation of the framework** as seen in the details of guiding mission or charter, values practiced on campus(es); key personnel and/or teams who would be involved and how the administration, faculty, and/or staff's skills, interests, and/or experiences provide cohesion and complement each other
- **Effective and sustainable impact on district articulated priorities** as evidenced by articulating what strategies could yield results benefitting students that can exist over time through changes in staffing and curriculum
- **Proposed strategies to impact targeted youth populations through arts education** that empower culturally diverse youth, as well as to those who may be limited by geography and/or economics in school sites or districts that lack arts resources
- **Capacity to administer and manage the grant activities** as evidenced by: expertise and experience of key personnel; capacity to attract additional outside support – financial, in-kind, volunteer, etc.; ability to document/provide evidence of student participation and outcomes; ability to document/provide evidence of committed partners or collaborators and/or volunteer support of the district
- **How grant funding will be used** to expand impact through experiences that invest in future arts education opportunities
- **Completeness and clarity of the grant application**

HOW TO APPLY

Consider registering for and attending one of the Application Workshops on either **Wednesday, June 15, 2022** or **Thursday, August 25, 2022** to take place at online via Zoom at 5:00-6:00pm. RSVP via the links on the grant webpage: www.CreativeSonoma.org/aef-grant/. A recording of the June workshop will be posted on the webpage.

Be sure to thoroughly review the application questions (pages 5-8 of this Application Packet) which include instructions and tips on how to answer them, as well as a list of required documentation to upload.

- Either click the SUBMIT button on the webpage or go to Creative Sonoma’s Submittable account (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 **October 12, 2022** at 11:59 pm PST.

GRANT AWARD NOTICE, PAYMENTS AND FINAL REPORT

Grantees will receive an electronic grant award notification packet which will include a grant agreement (contract). The Contract must be completed and signed in order to receive initial payment, which is 90% of the total grant award. The Final Report requires Grantees to document the results and outcomes of the project and is to be submitted no later than **June 30, 2023**. Grantees will submit for the final 10% of their grant award as part of the Final Report form. Future funding from Creative Sonoma will not be provided to any grantee who has not completed a Final Report.

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.

APPLICATION QUESTIONS

All of the questions found on the online application are below, and are intended as a preview and guide. Please ensure that the instructions are followed for each question. Incomplete or applications submitted after the deadline will not be reviewed. All applications must be submitted online via Submittable (<https://creativesonoma.submittable.com/submit>). *Items with an asterisk are required.*

BEFORE YOU BEGIN: ARE YOU ELIGIBLE TO PARTICIPATE IN THE ARTS EDUCATION FRAMEWORK GRANT PROGRAM?

- A. Are you applying on behalf of a Sonoma County public school district?*
- If you choose “No”, you are not eligible and will not be able to access the application.

SECTION I: WHO ARE YOU AND HOW DO WE COMMUNICATE WITH YOU?

1. Name of School District*
2. Physical Address (street address, city, state, zip)*
3. Sonoma County Supervisorial District in which the Applicant is based.* (Choose one)
 - District listing, by physical address, can be found at: www.sonomacounty.ca.gov/Board-of-Supervisors/Services/Supervisorial-District-Lookup/.
4. District Main Office Phone Number:*
5. School District Superintendent Name:*
6. School District Superintendent Email Address:*
7. Grant Project Coordinator Name:*

 - This person will be the main point of contact with Creative Staff and consultants regarding the grant program activities and for progress reporting. If this is the same as the School District Superintendent, please repeat their information in numbers 8-10.

8. Grant Project Coordinator Title:*
9. Grant Project Coordinator Email Address:*
10. Grant Project Coordinator Daytime Phone Number:*

SECTION II: INFORMATION ABOUT YOUR DISTRICT

11. According to the National Center for Education Statistics site (instructions below), is your district defined as rural? (choose one)
 - Yes, this district is defined as rural.
 - No, this district is NOT defined as rural.
 - Log-on to <https://nces.ed.gov/ccd/districtsearch/>. Complete the relevant fields and click Search. Click on the highlighted district name. Locale code is located at bottom left of the district info page. Rural districts are coded 41, 42, or 43.
12. Total student enrollment in district:*
13. Grade levels served in district:*

14. Number of teachers employed in district:*
- Please denote how many are full time versus part time.
15. Identify the predominant racial characteristic, i.e., any category that describes 51% or more of your district population.* (choose one)
- American Indian/Alaska Native
 - Asian
 - Black/African-American
 - Hispanic/Latinx Native
 - Hawaiian/Pacific Islander
 - White/Caucasian
 - Other
 - No single group predominates
16. Identify all items that pertain to 51% or more of your district population.* (choose all that apply)
- Free and Reduced Lunch Program (FRLP)
 - Title I
 - English Learners (EL)
 - None of the above apply or exceed 50%
17. Which of the following arts programs or features are currently implemented in the district?*(choose all that apply)
- Instruction in arts standards provided to all students during school day
 - Instruction in arts standards offered as an elective during school day
 - Arts integrated curriculum for non-arts subjects
 - Before-school arts education enrichment
 - After-school arts education enrichment
 - Dedicated single-purpose visual arts space
 - Dedicated single-purpose performing arts space
 - Dedicated single-purpose digital arts space
 - Dedicated multi-purpose arts space
 - Professional development available for teachers in arts education
 - Professional development available for teachers in arts integration
 - Use of outside teaching artists or other arts education providers
 - In-school performances or demonstrations by arts professionals
 - Field trips to performances, museums, or other arts venues
 - Annual arts night and/or arts fair
 - Staff member coordinating VAPA opportunities for school and/or district
 - None of the above
 - Other (answer 17A)

17A. If you checked "Other", briefly list those programs or features.* (Word Limit: 75)

SECTION III: YOUR PROJECT

18. Grant Amount Request: Districts may request up to \$7,500. Most awards will be in the \$5,000 range.*

19. Describe your overall vision for increased access and equity in arts education in your district that is possible in the next five years.* (Word Limit: 250)

20. Did you receive either of the previous grants from this program?*(choose one)

- No, we did not (answer 20A)
- Yes, the 2020 Arts Education Framework Planning Grant (answer 20B)
- Yes, the 2021 Arts Education Framework Consultancy Award (answer 20B)

20A. Describe your district's strengths and resources in arts education, including any arts resources, achievements, or highlights.* (Word Limit: 250)

20B. Describe the successes and challenges you have experienced during the research, planning and/or implementation phase(s) of your strategic arts plan. What is needed to successfully implement your plan going forward?*(Word Limit: 250)

21. Describe the overall challenges your district currently faces, and why adapting, expanding and/or implementing a strategic arts plan could address (or is already addressing) your district's articulated priorities.* (Word Limit: 250)

- If applicable, include any opportunities or plans to tie into LCAP, Title I, or Title IV funding and ELOP to support and leverage your current or future arts plan.

22. How and by what measures will you assess the impact of this grant? (Word Limit: 150)

23. This grant requires the formation of a 5-person Leadership Team who will work together on this project within your district, and who will also meet in a county-wide cohort with all other grantees' Leadership Teams (up to three times during the funding period). If you already know some or all of your team members, please include their names and titles here.*

- Required representatives include a district administrator, an educator from the arts community, a classroom teacher, and a parent advocate.
- If you have not identified all of your team members at the time of this application, state your potential picks for the team and denote as "tentative."
- **NOTE:** You will be required to submit the names and contact information for your Leadership Team as part of the contracting process in November 2022.

24. What are your current needs or ideas for how you would use this funding? (choose all that apply)

- Substitute teachers to accommodate for teacher time to attend cohort trainings
- Planning consultants (to develop and/or revise an arts education plan or to guide development of grantee's Leadership Team)
- Implementation, including artist residencies and residency materials
- Professional Development (such as arts integration training for classroom teachers)
- Other (answer 24A)

24A. If you checked "Other," briefly describe the need or idea.

SECTION IV: PROJECT UPLOADS

25. UPLOAD: Resume of Grant Project Coordinator*

- NOTE: Please limit the resume to four pages or less.

26. UPLOAD: Letter of Approval from Superintendent*

- Must be on your school district's letterhead and express support for this project.

27. UPLOAD: Three (3) Arts Education Work Samples from the applying district, such as strategic plans, curriculum, lesson plans, arts event programs, etc.

- If your district has already developed an arts education strategic plan or other similar framework, please include it as one of your samples.
- **NOTE:** While there is a limit of three separate uploads, the number of pages in each pdf is unlimited. However, please do not include multiple samples in one pdf.
- **IMPORTANT:** *Submittable will only warn you if you have NOT uploaded ANY documents to this field; if you upload one document, it will let you proceed – be sure you have uploaded all three samples.*

28. How did you learn about this grant opportunity?*(choose one item from dropdown menu)

BEFORE YOU HIT SUBMIT: Please ensure that you have fully completed the following elements before you submit.

- All questions that ask for “choose all that apply” answers have been reviewed
- Uploaded three (3) separate arts education work samples in #27

Submission (required to accept “Terms of Use” in Submittable)

The submitter of this application declares that I have carefully examined the Arts Education Framework Grant Guidelines and agree that if a grant is awarded, to contract with Creative Sonoma to furnish the services as specified in accordance with this application.