



Arts Education Framework Grant APPLICATION PACKET

Supporting and Advancing Creativity in Sonoma County

IMPORTANT DATES

Online Application Opens: Monday, August 14, 2023

Application Workshop (virtual): Tuesday, August 29, 2023, 4:30-5:30pm PT

APPLICATION DEADLINE: Monday, September 25, 2023, 11:59pm PT

Awards Announced: October 2023

Funding Period: January –June 2024

Questions?

Email Debbie.Yarrow@Sonoma-County.org

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The William and Flora Hewlett Foundation and the California Arts Council.

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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 district priorities and create a better future for their students. Grants will support either writing a strategic arts plan for districts that currently have none, or production of an Arts Showcase event for districts with an existing plan.

Goals and Objectives

Grants will allow districts to accomplish the following objectives **in either** Category A or B.

Category A (Planning) – for districts WITHOUT an Arts Education Plan

- Develop their Arts Education strategic 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
- 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 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

Category B (Showcase) – for districts with an Arts Education Plan

- Plan and produce a district or regional in-person Arts Showcase event that demonstrates the culmination of student work through exhibition and performance

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).

The following are NOT eligible to apply:

- Private school districts
- School, parent, community, 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

Category A (Planning): Applicants may request up to \$6,000.

- Must demonstrate the administrative, programmatic, fiscal and technical capacity to implement the project.

Eligible expenses include funding for:

- Substitute teachers to accommodate for teacher time to attend plan-writing sessions or cohort trainings
- Planning consultants (to develop and/or complete 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 or arts standards training for classroom teachers or arts educators)

Category B (Showcase): Applicants may request \$1,000 or \$1,500.

- A district-wide strategic arts plan must be submitted for eligibility

Eligible expenses include funding for:

- \$1,000 to support a Showcase Coordinator (at least 50% of the award is required to be paid to Coordinator but may be up to 100%) and materials and/or venue costs
- *(Add-on, optional):* \$500 for a Sonoma County artist or teaching artist residency, and/or their onsite artwork or performance production for the Showcase

For both categories, projects that occur in districts that have high percentages of students qualifying for the Free and Reduced Lunch Program, Title I, English Learners, and/or those with limited arts education resources will be prioritized.

EVALUATION CRITERIA

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

- **District readiness for CATEGORY A: planning and implementation of the Framework or CATEGORY B: readiness to implement a district Showcase** 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
- **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 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
- **Completeness and clarity of the grant application**

HOW TO APPLY

Consider registering for and attending the Application Workshop on **Tuesday, August 29, 2023** via Zoom at 4:30-5:30pm PT. Register via the link on the grant webpage: www.CreativeSonoma.org/aef-grant/. A recording of the 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 **Monday, September 25, 2023** by 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, 2024**. 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.*

ARE YOU ELIGIBLE TO PARTICPATE 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?

BEFORE YOU BEGIN:

This application is for funding **to either** support the development of a Strategic Arts Education Plan for districts that do not have one, **or** for Arts Showcases for districts that have a plan implemented. To which category are you applying?*

- Category A (Planning) – to develop an Arts Education Plan
- Category B (Showcase) – to support an Arts Showcase

NOTE: Sections I and II are the same for both categories, but the questions you see in Section III will depend on whether you choose Category A or B.

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. Total student enrollment in district:*
12. Grade levels served in district:*

13. Number of teachers employed in district:*
- Please denote how many are full time versus part time.
14. 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
15. 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%
16. 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 16.2*)

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

SECTION III: YOUR PROJECT

Category A (Planning)

NOTE: *This version of the application will only appear to those applying for funding to support the development of a new Strategic Arts Education Plan (application questions for Category B begin on page 8 of this packet).*

17-A. Grant Amount Request: Districts may request up to \$6,000.*

18-A. 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)

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

20-A. Describe the overall challenges your district currently faces, and why creating and implementing a strategic arts plan could address your district's articulated priorities.* (Word Limit: 250)

- If applicable, include any opportunities or plans to tie into LCAP, Prop 28, Title I, Title III, or Title IV funding, and ELOP to support and leverage your future arts plan.

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

22-A. 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 October 2023.

23-A. 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 an arts education plan and/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)

23-A.2. If you checked "Other," briefly describe the need or idea.

24-A. UPLOAD: Resume of Grant Project Coordinator*

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

25-A. UPLOAD: Letter of Approval from Superintendent*

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

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

- **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.

Category B (Showcase)

This version of the application will only appear to those applying for funding to support a district's Arts Showcase (application questions for Category A begin on page 7 of this packet).

17-B. Grant Amount Request: Districts may request either \$1,000 or \$1,500. For which amount are you applying? (choose one)

- \$1,000 – stipend of \$500 or more for Showcase Coordinator, and potentially materials/venue cost
- \$1,500 – stipend for Showcase Coordinator and potentially materials/venue cost **PLUS** \$500 for a Sonoma County artist, teaching artist residency, or creative collaborator to work on the Showcase

18-B. Describe your vision for a district or regional Student Arts Showcase. Which arts disciplines can be featured? (*Word Limit: 250*)

19-B. Describe district or community's strengths and resources of arts education. Has a district Showcase ever been held? (*Word Limit: 150*)

20-B. Describe how the implementation of an Arts Showcase would address district or regional Local Control Funding Formula priorities. (Examples: School Climate, Student Achievement, Parent Involvement, etc.) (*Word Limit: 150*)

21-B. How will you assess the impact of this funding? (*Word Limit: 150*)

22-B. Showcase Coordinator Name and Title*

- This could either be the same as the Grant Project Manager or a different person. If the same, please repeat their name in this field.

23-B. UPLOAD: Resume of Grant Project Coordinator*

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

24-B. UPLOAD: Letter of Approval from Superintendent*

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

25-B. UPLOAD: District Strategic Arts Education Plan*

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

- Review any questions that ask for “choose all that apply” to be sure that all choices have been selected
- Category A: Upload all three separate files in 26-A (no warning will appear if you only upload one or two files)

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

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.