



Grant Workshop

February 2, 2016, 3:30pm-5:00pm

ARTS UNITED OF GREATER FORT WAYNE, INC.

Grant guidelines available for download at
www.artsunited.org

Agenda

Introductions

General Eligibility

Grant Programs

- IAC Arts Project Support
- IAC Arts Operating Support
- Amplify Art!

About Arts United



MISSION

Arts United advances the creative sector by mobilizing resources to elevate our community's quality of life.

VISION

Northeast Indiana will claim its place as a national destination by driving forward its creative sector with a regionally collaborative, inclusive, and innovative spirit.

General Eligibility

These types of organizations may apply:

- Private, nonprofit, tax-exempt agencies with 501(c)(3) status from IRS
- Indiana Public Entity (part of a city, county, or state government)
- Organizations who are working with a fiscal sponsor with the above qualifications

Incorporated in the State of Indiana at the time of application.

No outstanding Final Grant Reports.

DUNS number (applies to Indiana Arts Commission grants). If you do not have one, apply for a free DUNS number at www.dnb.com.

General Eligibility (cont.)



Adams

Allen

DeKalb

Huntington

LaGrange

Miami

Noble

Steuben

Wabash

Wells

Whitley

Indiana Arts Commission Regional Initiative Grants

Re-granting program allows for local decision making for spending public arts dollars.

Indiana Arts Commission is funded through public monies from the Indiana General Assembly, Indiana Arts Trust, and the National Endowment for the Arts.

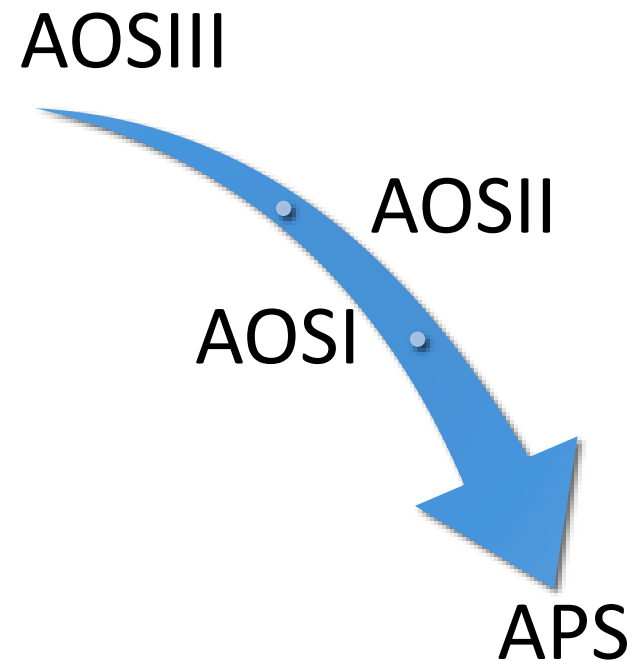
Funding allocated to Region 3 is based on our population.

Indiana Arts Commission Regional Initiative Grants

Arts Operating Support (AOS)

- Level 3 (AOSIII) – Multi-region organization grants are not managed by Arts United.
- Level 2 (AOSII)
- Level 1 (AOSI)

Arts Project Support (APS)



Indiana Arts Commission

Arts Operating Support

ELIGIBLE

- **Arts stated as primary purpose, mission and focus**
 - Articles of Incorporation, Bylaws and IRS 990
 - Guidestar and Charity Navigator
 - Website
- **Year-round arts programming or service**
- **Educational component**
- **Budget**
 - AOSI: Budget of \$50,000 - \$249,000
 - AOSII: Budget of \$250,000+
 - Three-year average of cash operating revenue
 - Supported by your financial statements and budget

INELIGIBLE

- Primary purpose is not arts-based
- Primary purpose is educational (schools, universities)
- Recipient of state operating support from the general assembly
- Primary purpose is to fundraise for an otherwise ineligible organization (“friends of” groups, foundations)
- Recipient of another Indiana Arts Commission grant in the same fiscal year

Indiana Arts Commission

Arts Operating Support

Arts Operating Support Level 1 (AOSI) Timeline

- 1 year grant period: July 1, 2016 – June 30, 2017
- Notice of intent: January 15, 2016, 4:30pm EST
- Application due: March 3, 2016, 4:30pm EST
- Panel meeting: April 27, 2016, 11:30am - 1:30pm EST at ACPL Main Branch
- Notification: July 2016
- Contract due: September 30, 2016
- First grant payment (75%): October 2016 expected
- Final report due: July 14, 2017, 4:30pm EST
- Second grant payment (25%): October 2017 expected

Indiana Arts Commission

Arts Operating Support

Grant panel criteria

- Administration and Organizational Excellence (25 points)
- Arts Programming and Artistic Quality (25 points)
- Audience/Community and Visibility Efforts (25 points)
- Arts Education and Community Outreach (25 points)

Panelist scoring guidelines for each major criteria

- Score of 1-10: severe deficiency in this area
- Score of 11-20: acceptable level of proficiency
- Score of 21-25: exceptional level of proficiency

And the award goes to...

- Applicants who score **80** or greater will receive a grant

Indiana Arts Commission

Arts Operating Support

Grant awards based on budget size

AOSI

- Budget of \$50,000 to \$99,999: **\$5,610 in Region 3 in FY16**
- Budget of \$100,000 to \$174,999: **\$6,545 in Region 3 in FY16**
- Budget of \$175,000 to \$249,999: **\$7,480 in Region 3 in FY16**

AOSII

- Budget of \$250,000 to \$499,999: **\$9,350 in Region 3 in FY16**
- Budget of \$500,000 to \$749,999: not applicable in FY16
- Budget of \$750,000 to \$999,999: **\$14,960 in Region 3 in FY16**
- Budget of \$1 million or more: **\$17,765 in Region 3 in FY16**

Indiana Arts Commission

Arts Operating Support

The application

- Helpful hints and descriptions within the application
- Sections are aligned with panelist scoring criteria

Quirky stuff

- Very limited space for answers
- What % of your programming is arts-based?
- Projected audience directly engaged in “in-person” arts experiences versus engaged electronically
- Artistic documentation – **IGNORE THIS**. It doesn't apply to Region 3.

Indiana Arts Commission

Arts Operating Support

The application – what's new?

- You can upload your own budget this year!
- An audited financial statement is no longer required.
- USE THE BUDGET NARRATIVE WISELY.
 - Describe your budgeting process.
 - Describe how your board reviews financial statements on an interim basis.
 - Describe anomalies, deficits or surpluses from the prior year and how your organization is addressing them.
 - If your budget doesn't mirror your narrative, explain why.

Indiana Arts Commission

Arts Operating Support

Grant panel

- Conflict-free panel of peers
- Open to the public
- Recorded
- 5-10 minutes discussing each application
- Scores and comments available to applicants

Indiana Arts Commission

Arts Operating Support

What panelists like to see

- Collaboration with other organizations
- Demonstrated use of strategic plan, evaluation plan and data to make organizational decisions
- Honesty and transparency, especially when applicant is facing change, hardship or transition
- Evidence of growth and adaptation; applicant is not doing the same thing year after year
- Evidence of sustainability; applicant is established and enjoys strong community support
- Narrative, demographics and budget tell the same story

Indiana Arts Commission

Arts Operating Support

Final grant report – IMPORTANT!

- Submitted through online grant system
- Reviewed by Arts United staff
- Data collected by IAC and reported to NEA
- Up to one week late: 15% deducted from total grant award
- Up to two weeks late: entire final grant payment rescinded
- After two weeks: full grant rescinded and grantee will be ineligible to receive funds for the next grant cycle

Indiana Arts Commission

Arts Project Support

ELIGIBLE REQUESTS

- Arts organizations with budgets of less than \$50,000
- Non-arts organizations (organizations that do not have arts as their primary purpose of mission)
- Project-based support that allows your organization to offer arts programming to the community within the grant cycle
 - One-time event or event series
 - Exhibition
 - Seminar, workshop or class series
 - Artist residency
- Acceptable program expenses: salaries, administrative fees, training, space rental, equipment rental, promotional costs, supplies or other expenses needed to support the project.

INELIGIBLE REQUESTS

- Applicant is already receiving another IAC grant
- Operating support
- Cash reserves or debt reduction
- Capital acquisition (painting, building, etc.)
- Consumable supplies and materials that are not related to the project
- Activities that are solely for the purpose of fundraising
- Cost of receptions, food or beverages
- Projects delivered outside of the state of Indiana
- Travel outside of the United States
- Events in private facilities
- Others as listed in Guidelines

Indiana Arts Commission Arts Project Support

More project grant details

- Maximum grant request is \$5,000
- Most APS grant recipients received \$4,925 in Region 3 in FY16
- Request no more than 50% of allowable project expenses
- Match Requirement:
 - 1:1 match
 - Combination of cash and in-kind support. 50% of your match must be cash.

Indiana Arts Commission

Arts Project Support

APS grant timeline

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Indiana Arts Commission

Arts Project Support

APS panel criteria

- Administration (30 points)
- Project Quality (30 points)
- Outreach/Community Impact (40 points)

- Score 75 or higher to be eligible.
- Competitive grant process. If there is not enough funding for all APS applicants who score 75 or more, funding will go to the top-scoring applicants.

Indiana Arts Commission

Arts Project Support

What panelists like to see for project support

- Collaboration with other organizations
- Work with qualified artists
- Clear understanding of the targeted audience and it's need for the project; demonstration that the project increases accessibility to the arts for the targeted audience
- Project fits with the organization's stated mission and purpose
- Demonstrated capacity to make project a success
- For repeated projects, evidence of participant feedback to spur innovation and adaptation; applicant is not doing the same old thing year after year
- Narrative, demographics and budget tell the same story

Indiana Arts Commission

Arts Project Support

The application

- Questions aligned with scoring criteria
- Quirky stuff
 - “Underserved” are people who lack access to arts programs. You can explain how your population is underserved.
 - Projected audience directly engaged in “in-person” arts experiences versus engaged electronically.
 - “Number of project-related arts education activities to be offered” – anything that informs or increases knowledge.
 - “In-kind” should be listed on the budget as both income and expense.
 - Artistic documentation – IGNORE THIS. It doesn’t apply to Region 3.

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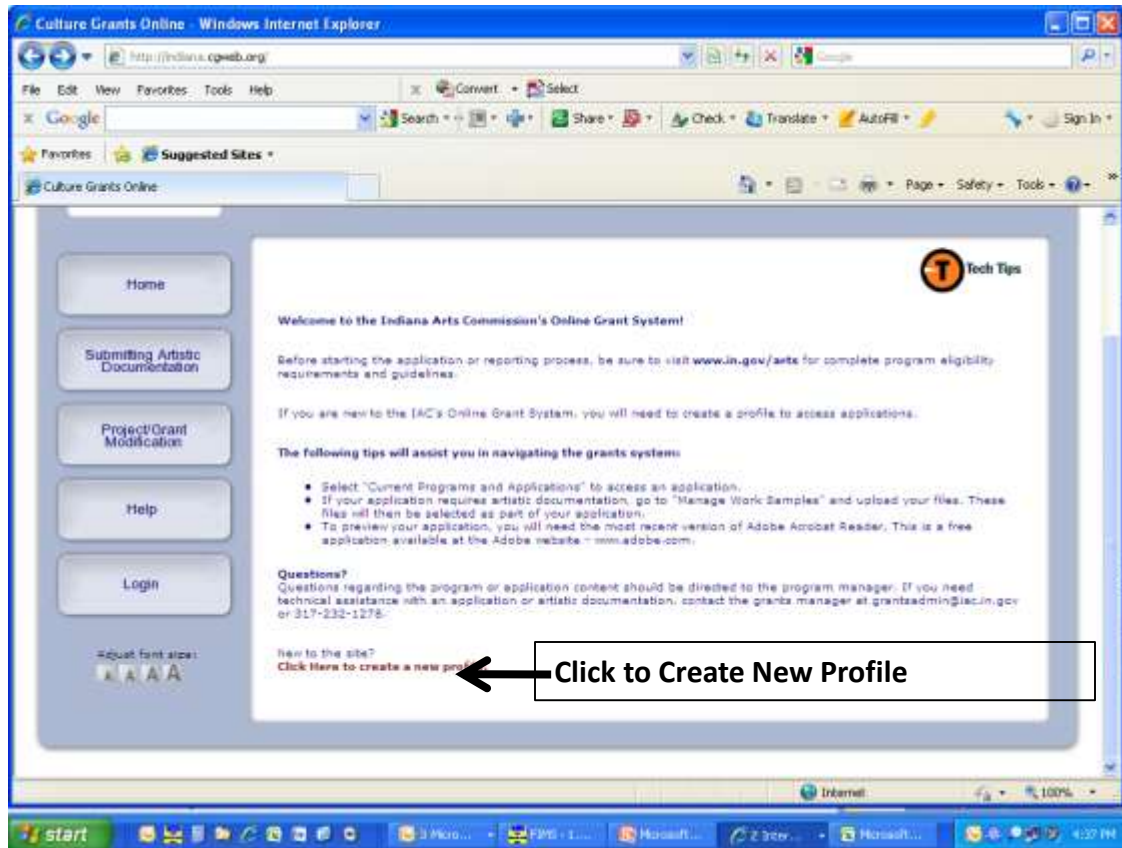
<http://indiana.cgweb.org/>

Application tips

- Save often!!
- Google Chrome or Firefox
- Character limits on narrative questions.
 - Brevity is appreciated, but be sure to completely answer the questions that are asked.
 - Use short sentences and brief paragraphs. White space helps panelists focus on your message.
- Copying and pasting can cause some characters to transfer incorrectly.
- Start early. No extensions for computer issues, personal issues, etc.
- Email notifications are your “receipt” or proof that your application was properly submitted.

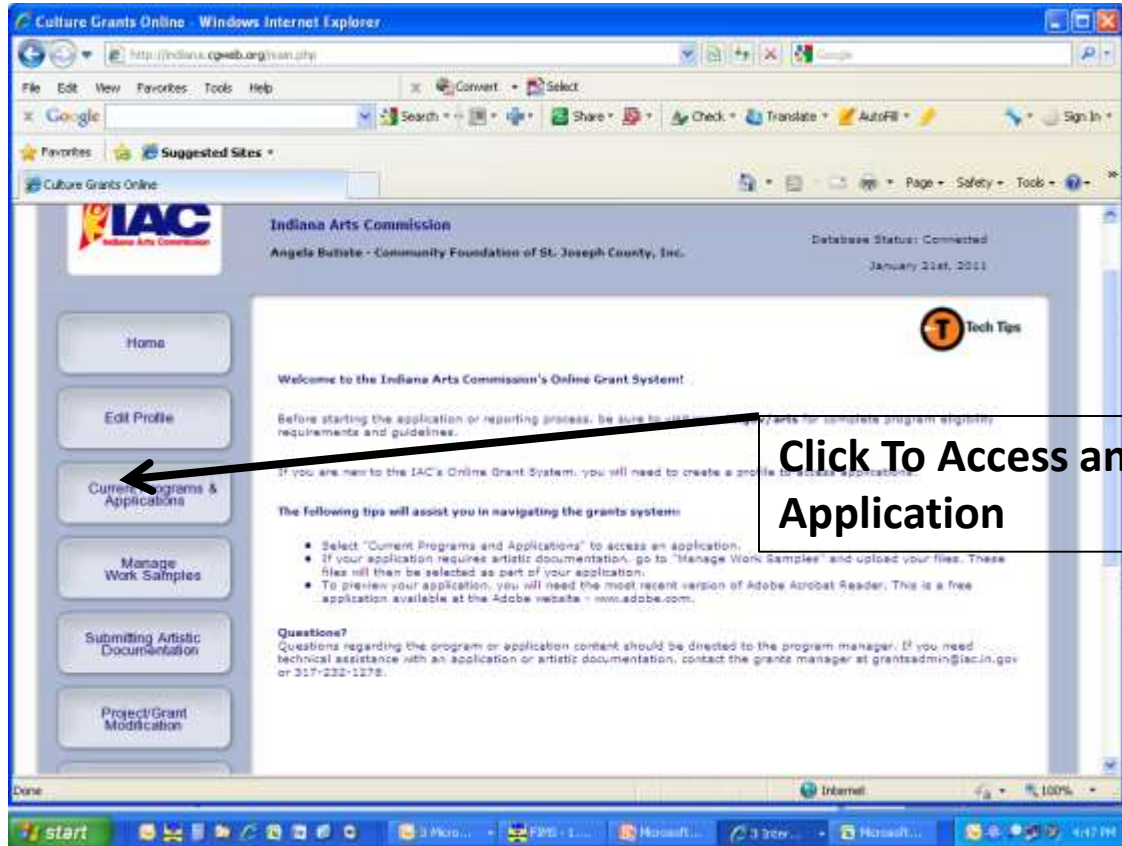
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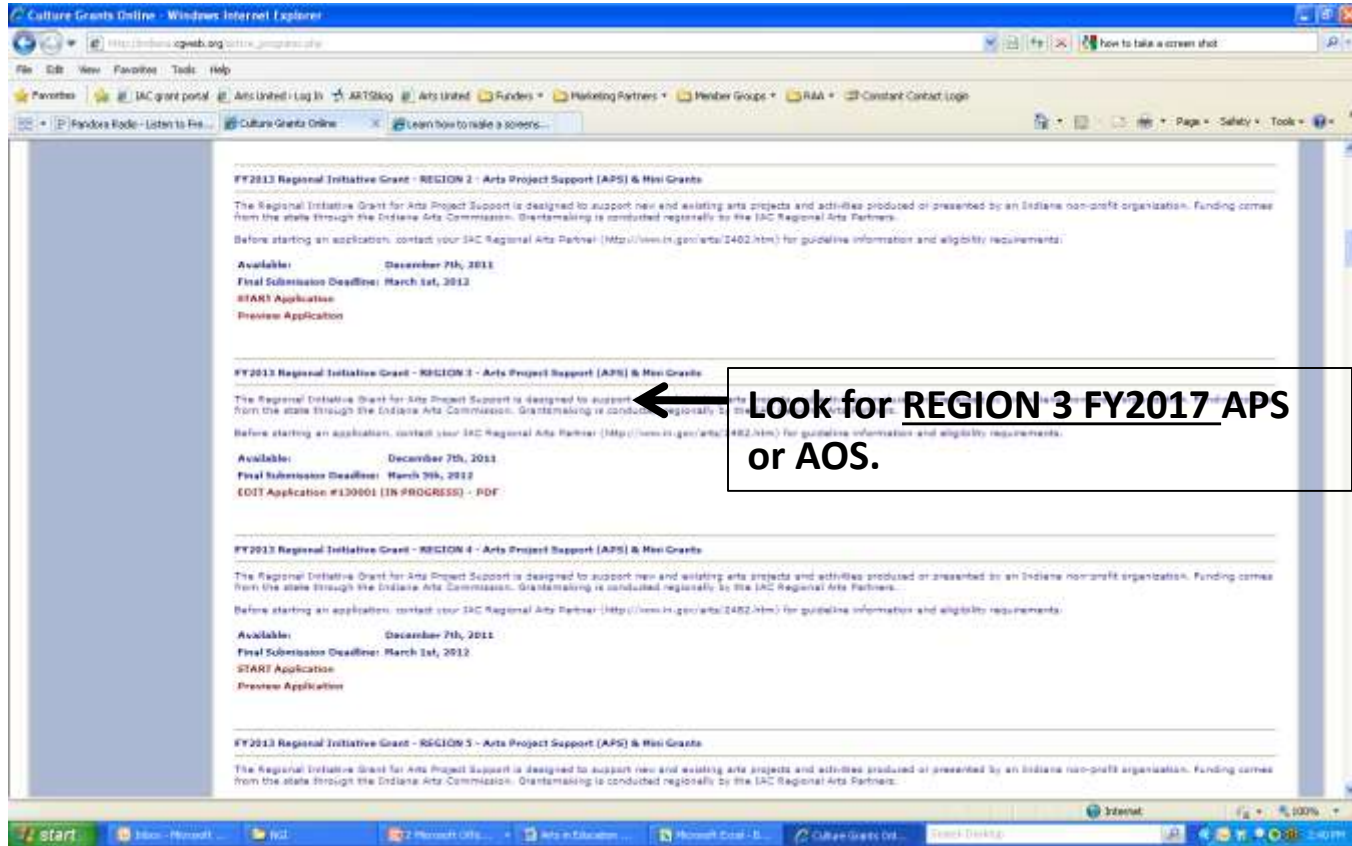
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LOOK FOR REGION 3. Ignore other applications.

- FY2017 Regional Initiative Grant - REGION 3 - Arts Project Support (APS) & Mini Grants
- FY2017 Regional Initiative Grant - REGION 3 - Arts Operating Support (AOS)

Proper Acknowledgement



All grant recipients must provide proper acknowledgement of Arts United and the IAC.

- Logo on all published materials
- Download the IAC logo at <http://www.in.gov/arts/2385.htm>
- Download the Arts United logo at www.artsunited.org
- Written and/or spoken
"This activity is made possible, in part, with support from Arts United, the Indiana Arts Commission, and the National Endowment for the Arts, a federal agency."



www.ArtsUnited.org/Amplify

Amplify Art!



A crowdfunding platform designed to turn up the volume on art projects you want to see in Northeast Indiana.

Here's how it works: Organizations and individuals submit ideas for arts-related projects in our region. Then a special Amplify Art! committee chooses which projects to feature on the website, and people like you have 30 days to amplify those ideas with funding gifts and social media awareness until the session ends.

Artlink
CONTEMPORARY ART GALLERY

Artlink Crosswalk Murals



Cinema Center Road Tour Portable Screen



Embassy Theatre
Summer Nights at the Embassy



CIVIC
theatre



Operation
Science
Theatre



Amplify Art!

5 Step Process



1. Organizations or individuals submit ideas for projects. Any organization or individual in Northeast Indiana can submit a project to be considered for Amplify Art! Priority will be given to projects that:
 - o Amplify participation in local arts and culture.
 - o Exemplify entrepreneurial, innovative or transformational spirit.
 - o Involve organizations with established networks and social media followings.
 - o Can be completed by individuals or organizations with a track record of success and accountability.
2. The Amplify Art! committee selects projects from the submissions and recommends them to the Arts United board for approval.
3. The campaign session begins when approved projects are posted on the Amplify Art! website.
4. During the 30-day session, Arts United leverages community connections to encourage to support from corporate and private donors.
5. After 30 days, the campaign session ends, and artists receive a check for the money they raised, as well as a list of donors for their records.

Amplify Art! Grant Support



Selected projects receive

- \$1,000 seed funding from Arts United
- \$1 for \$1 match from Knight Foundation for all community dollars raised up to \$1,500
- Community support - 100% of all dollars raised go to the project plus a list of all donors and their contact information.
- Visibility and awareness for the project

\$1,000 seed funding

\$1,500 community support

+ \$1,500 matching grant

\$4,000 raised

Amplify Art! Project Timeline



- Application due: March 1, 2016
- Committee Review: March 2016
- Board Review: March 2016
- Applicants Notified: late March 2016
- Social Media Workshop: early April 2016
- Fundraising Begins: May 1, 2016
- Fundraising Ends: May 31, 2016
- Totals are announced and checks are sent: June 2016