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FY22 Arts Project Support Guidelines

Grant awards up to \$5,000 for art projects by nonprofits | Deadline March 4, 2021 4:30 p.m. EST

About the Program

Arts Project Support (APS) grants provide funding to Indiana 501(c)3 nonprofit organizations and public entities for a specific arts project or arts activity(ies). Some examples of eligible projects include a one-time art event, a single performance, an exhibition, an educational workshop, or series of related arts activities such as art classes or training sessions that are open to the public whether free or for a fee. APS is administered by the Regional Arts Partners (RAP) (<https://www.in.gov/arts/programs-and-services/partners/regional-arts-partners/>) across the state. This grant program is created with a focus on the Indiana Arts Commission's Funding Imperatives (<https://www.in.gov/arts/programs-and-services/funding/funding-imperatives/>)

The IAC is funded by the Indiana General Assembly and the National Endowments for the Arts, a federal agency. On behalf of the people of Indiana, the IAC advocates engagement with the arts to enrich the quality of individual and community life.

Grant Program Objectives

This grant program's objective is to provide: (1) the general public access to quality arts activities, with special attention to underserved communities; and, (2) support for local or Indiana artists who are a vital part of Indiana's economy and community life.

Definitions:

"Underserved communities" are defined as people lacking access to arts programs, services, or resources due to isolated geographic location, low income, age, race/ethnicity, cultural differences, disability, or other circumstances as substantiated by the applicant.

"Public access" means the project must result in a product or activity available to the public. "Available" means activities must be accessible to persons with special needs and open to the audience, participants, or public, either free or by reasonable admission or service charge.

Eligible nonprofit and public entities details

Arts organizations, non-arts organizations, and public entities are all eligible to apply for this grant. The IAC defines non-arts organizations as 501(c)3 nonprofits that do not have the arts as their primary mission. Eligible non-arts organizations and public entities include (but are not limited to) pre-K, elementary, secondary, schools,

and, in some cases colleges and universities; senior centers; parks and recreation departments; civic and community service organizations; Main Street and other community development organizations; professional associations; public libraries; public broadcast stations; health and human service agencies; public agencies such as municipal and county governments; and private nonprofit tax-exempt community based organizations. Arts organizations are 501(c)3 nonprofits whose mission and primary work are arts related.

Request Amount and Match Requirement

APS applicants may request up to \$5,000 to support their arts project. Grant funds must only be used for eligible expenses only. (See below for more detail on eligible expenses.)

Match Requirement: There is no match requirement for Arts Project Support in Fiscal Year 2022.

Grant Process Timeline	All times Eastern Standard Time
Grant Period	July 1, 2021 - June 30, 2022
Applications Open	January 4, 2021
Deadline to request draft application review	February 22, 2021
Application Due	March 4, 2021, 4:30 p.m. eastern time
Panel Review	Last two weeks of April. Panel information will be available starting April 1.
Award Notification	Early July 2021
First Payment (75%)	September - October 2021
Final Grant Report Due	July 13, 2022, 4:30 p.m. eastern time
Second Payment (25%)	July - August 2022

Before applying, review the following:

1. Important things to consider before applying (<https://www.in.gov/arts/programs-and-services/funding/consideration/>); and
2. Requirements for organizations (<https://www.in.gov/arts/programs-and-services/funding/requirements-of-grant-recipients>).
3. FY21 APS grantees that received an extension into the new fiscal year due to COVID cannot apply for FY22 APS or AOS funding.

Applicant Eligibility Requirements

All applicants must meet all of the following eligibility requirements:

1. Must be a 501(c)(3) nonprofit organization, a unit of state or local government, an institution of higher education, or a federally recognized Indian tribal government;
 - a. A 501(c)(3) organization may act as a fiscal sponsor/agent for an organization that has not secured their federal tax-exempt status. Please contact your Regional Arts Partner representative (the contact in these guidelines) if you wish to apply using a fiscal sponsor/agent. Learn more at https://www.in.gov/arts/files/IAC_Fiscal-Sponsorship-Guidelines.pdf
2. Must be incorporated in the State of Indiana at the time of application and for the duration of the grant period;
3. Must be physically located in Indiana, have an address in the region to which the organization is applying, with the majority of its arts programming, services, or activities taking place in Indiana, and must primarily serve and engage Indiana audiences and participants;
4. Must have a DUNS number that reflects organization legal name and current physical address;
5. Must not have any outstanding Final Grant Reports due to the Indiana Arts Commission or the Regional Arts Partner;
6. Organizations whose primary purpose is higher education (e.g. universities, colleges, division of a college) are eligible to apply for arts activities that are open to the public and clearly serve the needs of surrounding communities and involve community input during planning and implementation. Activities that are credit-producing or oriented primarily to university students and the academic community are not eligible;
7. Must comply with all federal, state, and local laws and ordinances, including but not limited to those that prohibit discrimination on the basis of race, color, national origin, gender, sexual orientation, age, or disability; and,
8. An organization may only apply for one of the following grant programs in the same fiscal year: APS, AOS I, AOS II, or AOSIII. Further, an organization cannot apply to other IAC grant programs for the same project.

Eligible Project Expenses

Funds awarded by the IAC may be used to support the following:

- Salaries;
- Administrative fees;
- Artistic fees;
- Staff development and training;
- Space and equipment rental;
- Promotional costs;
- Production costs, supplies, etc. needed to support the project activities; and
- Capital equipment expenditure - up to \$500 - providing it plays an integral part of the project being proposed (e.g. theatre rigging, exhibition pedestals). (*Capital equipment is an asset that depreciates over time*).

Ineligible Project Expenses

Funds awarded by the IAC may not be used to support any of the following:

- Cash reserves; deficit reduction, or deficit elimination;
- Events in private dwellings or other locations not open to the general public;
- Consumable supplies and materials not directly related to the project;
- Capital acquisitions (purchase of artwork, etc.), equipment, restoration, or new construction of buildings;
- Capital equipment expenditure that exceeds \$500;
- Travel outside the United States;
- Indirect costs or underwriting for ongoing residencies or curricular programs in degree-granting colleges and universities;
- Projects to be delivered outside the State of Indiana;
- Project expenses outside the grant period;
- Activities that are solely for the purpose of fundraising;
- Resale items purchased to sell (concessions and promotional merchandise);
- Private functions, religious services, lobbying activities, or any non-public activity; and
- Costs of entertainment, including amusement and social activities such as receptions, parties, galas, dinners, etc., and any associated costs including catering, alcohol, planning, staffing, supplies, etc. are unallowable.

Draft Application Review

Draft reviews by Regional Arts Partners are only available to first-time applicants and organizations who are not currently receiving funds from the IAC. Reviews are only for general feedback and suggestions around application completeness and clarity and does not guarantee funding. A review may be requested by emailing the Regional Arts Partner at any time the applicant feels their application is complete. Reviews will be done in the order requests are received, and **the deadline to request a draft review is February 22, 2021.**

Application Submission Deadline

The application deadline is March 4, 2021 4:30 PM (EST). Late applications will not be accepted. Please note, no changes can be made to the application following the deadline.

Panel Review Process

All applications receive an initial review by the Regional Arts Partner to ensure that all required information was submitted and that the application is eligible for panel review. If any discrepancies are found (such as incomplete answers or uploads), the application may be deemed ineligible to move forward to panel review.

Each eligible application will be reviewed and scored by a conflict-free panel of field professionals. The panel review will take place online in April, will be open to applicants and the public for observation only, and will be recorded. Applicants may observe the panel reviews online, but cannot lobby or address the panel on behalf of their application before, during or after the panel meeting. The panel date, time, and registration information will be posted on the RAP website and/or IAC website at <https://www.in.gov/arts/programs-and-services/funding/arts-project-support/>

Grant Review Criteria

Applications will be scored on a 100-point scale. The scores will be utilized as part of a funding formula that determines the allocation of grant awards. Applications must receive a total score of 75 or higher to be considered for funding. Evaluation criteria details can be downloaded as a PDF online (link TBA). Information submitted in the application will be reviewed according to the following evaluation criteria:

- **Artistic Quality (20 points):** Relative to the budget size of the organization, the extent to which the applicant demonstrates a committed effort to provide its audience a meaningful, impactful, and quality and/or authentic artistic experience(s).
- **Artist(s) Benefit (10 points):** Extent to which the project will financially benefit and/or support the work of Indiana artists (e.g. budget includes artist stipend/honoraria and/or the extent to which the project will benefit artist(s)).
- **Community Engagement (20 points):** Extent to which there is an active, two-way, ongoing relationship between the applicant and community in the planning, participation and evaluation of the proposed activity(ies),
- **Commitment to Inclusion, Diversity, Equity and Access (20 points)**
Extent to which the project includes intentional strategies for inclusion, diversity, equity, and/or access (IDEA) for underserved communities. (*Underserved communities are defined as people lacking access to arts programs, services, or resources due to isolated geographic location, low income, age, race/ethnicity, cultural differences, disability, or other circumstances as substantiated by the applicant.*)
- **Project Management (30points):** The extent to which the applicant organization can demonstrate the ability to successfully design and implement the project through effective planning, financial management, staffing and evaluation.

Grant Award Determination

Following the panel meeting, a Commission-approved funding formula is applied that takes into consideration the panel score, the number of eligible applicants, and the amount of available funds to determine specific grant award recommendations.

Funding Priorities

While the Indiana Arts Commission would like to fund all eligible applications, the amount of available funding does not always make that possible. Committed to its organizational values and funding imperatives, the IAC's funding priorities for FY22 are as follows:

1. **Ensuring geographic access** to arts opportunities by first funding the highest scoring eligible application from each county in a region; and,
2. **Benefiting local or Indiana artists** by supporting applications that will directly financially benefit and/or support the work of Indiana artists.

The Indiana Arts Commission will review and ratify the grant awards at its June quarterly business meeting. Commission meetings are open to the public for observation and may be recorded. All applicants will be notified after the Commission meeting.

Ready to apply?

Only applications submitted online will be accepted, except in the case of ADA accessibility accommodations. To access the application in the online system, visit <http://www.in.gov/arts/apply>.

Contact Information

The IAC welcomes applications from people with disabilities. For accessibility accommodation requests, contact Stephanie Haines shaines@iac.in.gov or 317-232-1274. For technical concerns with the online system, contact Deanna Poelsma at dpoelsma@iac.in.gov or call 317-232-1278.

Questions about the program itself, application, and panel process should be directed to the applicant's Regional Arts Partner <https://www.in.gov/arts/programs-and-services/partners/regional-arts-partners/>.

1. Kelly Freeman, South South Arts, kelly@southshoreartsonline.org
2. Kayla Myers, Community Foundation of St. Joseph County, kayla@cfsjc.org
3. Heather Closson, Arts United of Greater Fort Wayne, hclosson@artsunited.org
4. Ann Fields Monical, Tippecanoe Arts Federation, coo@tippecanoearts.org
5. Braydee Euliss, Comm. Found. of Randolph Co., beuliss@randolphcountyfoundation.org
6. Sherri Wright, Arts Illiana, sherri@artsilliana.org
7. Stephanie Haines, Indiana Arts Commission, shaines@iac.in.gov
8. Larry Pejeau, Brown County Community Foundation, larry@bccfin.org
9. Kris Roberts, Columbus Area Arts Council, kroberts@artsincolumbus.org
10. Anne McKim, Arts Council of Southwestern Indiana, anne.mckim@artswin.org
12. Elsa Conboy, Hanover College, conboy@hanover.edu

