



DC COMMISSION ON  
THE ARTS & HUMANITIES

# **FY14 PROJECT-BASED GRANTS ARTS EDUCATION PROGRAM**

Applicants may submit one Arts Education Program application per grant cycle

**School-Based Projects**  
**Community-Based Projects**  
**Professional Development Projects**

**Organizations may request up to \$30,000**  
**Deadline: June 24, 2013 at 6:00PM**



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## PROJECT-BASED GRANTS

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**FY 2014**

### Arts Education Program

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#### Arts Education Program Questions

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Organization Name

Phone

EIN

Fax

DBA

Website

What is the Organization's fiscal year?

Legal Status

Applicant Discipline

Institution Type

What is the date on the applicant's DC Articles of Incorporation?

Organization Founding Date

**Address**

Street Address 1  
Street Address 2  
State  
ZIP/Postal Code  
City  
Country

In which Ward is the applicant located?

**Contact**

Contact Title  
Contact Name  
Contact Phone  
Contact Email

Secondary Contact Title  
Secondary Contact Name  
Secondary Contact Phone  
Secondary Contact Email

What is the applicant's mission and vision and history? Please include the top three recent accomplishments.  
(200 Words)

**Executive Summary**

Amount Requested

Provide a description of the grant request. Briefly also detail the arts and humanities activities and goals during the grant period:  
(200 Words)

Have you received a grant from DCCAH within the past 5 years:

Has your address changed in the past 12 months:

**Request Details**

Project Discipline:

Artist Type:

Type of Activity:

Arts Education Population, if applicable:

Project Descriptors

Is this project school based, community-based, or professional development?:

Provide the title of the project.

(15 Words)

Date Range of Project Activities: Project Begin Date / Project End Date

Provide a timeline and/or schedule of planned activities related to the grant request:

(700 Words)

What personnel does the applicant use to implement the project? Of these, how many are DC-based?:

(200 Words)

Expected number of artists paid by this grant request (in whole or in part): 0

### **Impact & Engagement**

Which ward(s) does the project impact?:

Define and describe the DC target audience as related to the grant request. Why has the applicant chosen to serve this population?:

(500 Words)

How does the organization target DCPS and DC Public Charter School students? How many of these students and teachers does it serve? Support explanation with relevant demographic information such as ages, ethnicities, neighborhoods and Wards served by the request.

(500 Words)

In what ways do the project activities meet the needs of the targeted DC population?:

(500 Words)

Specific to this grant request, what evaluation methods will be used to improve future activities and services?:

(500 Words)

How does the applicant engage in meaningful partnerships with complementary organizations to increase District residents' awareness of and involvement in the arts and humanities? If not applicable, explain why:

(500 Words)

Discuss the applicant's strategies to include people with disabilities as well as other underserved populations, which include those whose access to professional arts and humanities experiences is limited by geography, ethnicity, and/or economics. (For more information on the Americans with Disabilities Act, review the FY14 Guide to Grants.):

(200 Words)

### **Budget, Capacity & Sustainability**

Total Project Budget:

Project Income:

Project Expenses:

Provide a budget narrative. Explain and justify all items and amounts listed in the budget above with relevant detail and additional information. Example: Artistic Personnel = \$9,000 (5 artists @ \$300 stipend x 6 days). Include the sources of required matching funds, if applicable, and whether the funding is secured or pending.:

(500 Words)

Describe the applicant's current revenue strategy to sustain artistic programming over the course of FY2013 and to provide the cash match of grant funds if applicable:

(200 Words)

Describe how the applicant uses appropriate electronic financial monitoring systems to track expenditures related to this grant request? Is there anything specific about FY13 and FY14 that the panel should know about the applicant's finances?:

(200 Words)

### **Work Samples & Uploads**

Describe the artistic content of the work sample and support materials. Applicants must detail how the work sample and support materials demonstrate the methods the applicant uses deliver a high level of artistic excellence while achieving stated goals. Provide a detailed description of why and how the artistic content is of the highest quality. Be sure to use terminology specific to the artistic discipline(s) that the applicant uses and demonstrates to constituents.

(500 Words)

Work Sample:

Support Material:

Resume(s) of Key Personnel:

Instruct the Advisory Review Panelists on where to look in the work sample and, if applicable, the support materials. Be specific:

(100 Words)

W-9:

Education Materials:

IRS Letter of Determination:

DC Certificate of Incorporation:

Board of Directors:

Current Fiscal Year Budget:

Current Fiscal Year Balance Sheet:

CDP Report: