

Union County Community Arts Council

Arts in the Schools Grants Guidelines

2019-20

Funding Eligibility

Public schools and charter schools in Union County are eligible for funding. Grant funds may be used for projects within the school that provide arts education and/or instruction for students.

Evaluation Criteria

Organizational Strength:

- . Record of achievement in successfully completing projects and meeting UCCAC requirements, including submission of complete schedules and reports by deadlines
- . Previous programming success
- . Participation in Union County Community Arts Council projects and events

Financial Stability:

- . School must be able to meet the required match \$1 for \$1
- . Sound budgeting and accounting procedures, including school's ability to develop other funding for the project in the future and the school's effective use and reporting of previous grants
- . Adequate facilities for conducting project

Project Merit:

- . Artistic merit. School's project is new, creative, unique to school programs and is not a duplicate of other programs
- . Meets an artistic need in school
- . Is designed to reach new audiences (minorities, special populations groups or a large percentage of the student population)
- . Meets a need for students to have "hands on" involvement and/or introduction to the arts in the areas where opportunities are not generally available
- . Project director has sufficient training and experience to complete the project
- . Grant projects must serve the cultural needs of the students

Educational and Community Outreach:

- . Potential for project to broaden the community's understanding of and appreciation for the art form and other cultural offerings
- . Potential for project to extend to traditionally underserved populations

Amount of Grant

Due to limited funds and numerous requests, schools are encouraged to limit grant requests **not to exceed \$500**. As one of the purposes of the Arts in the Schools grant is to encourage and fund new projects, former applicants will not be guaranteed funding each year. Applicants are strongly encouraged to become self-supporting.

Use of Funds

Arts in the Schools grants may be used for the project's programming, administration and operating expenses. Funds may not be used for supplies that should be purchased by schools, programs with few students, capital expenses, salaries of on-going personnel positions, deficit funding or for expenses for any activities concurrent with a project that is not related to the arts.

Acknowledgement Responsibility

It is the responsibility of school/project to credit the Union County Community Arts Council in **all** promotions, publicity and printed programs and in all announcements that relate to the receipt of an Arts in the Schools grant. Failure to do so will result in immediate forfeiture of grant funds.

The UCCAC requires that you send photos of the funded project. You may send the photos in the following formats: jpeg, psd or pdf to uccac@aol.com.

The following credit line is required:

“This project is supported by the Union County Community Arts Council Arts in the Schools grant program”. Do not alter this wording in any manner.

Deadline Information

All applicants must submit one (1) typewritten copy of the application form via email and all attachments to the UCCAC office by **12:00 noon on Friday, October 18, 2019**. No late applications or faxed applications will be accepted. A postmark is not sufficient if the application is not delivered on time.

Application Review and Notification

The application may be discussed with the UCCAC executive director if applicant or arts director deems necessary. Appointments should be made well in advance of the application deadline. Call (704) 283-2784 or email uccac@aol.com to arrange an appointment.

The Arts in the Schools grant committee evaluates each application against the established criteria, and then presents its recommendations to the UCCAC board of directors for approval. **If the awards committee modifies a recommended project, a**

revised budget with appropriate program revisions will be required from the applicant.

Applicants will be notified by November 1, 2019. **Grantees are required to complete an Arts in Schools report form once the project is complete or no later than June 12, 2020 or earlier if project is complete.** All reports must be submitted with required signatures online by the deadline.