**ACV’s** *Advancing the Arts* **Grant Information**

**ARTS IN EDUCATION**

**GRANT GUIDELINES**

**311 S Main Street, Harrisonburg, VA 22801**

**540.801.8889 |** [**Director@valleyarts.org**](mailto:Director@valleyarts.org)

**For projects occurring: November 1, 2017 – May 31, 2018**

**Deadline for submission October 10, 2017**



**Our Mission**

*The Arts Council of the Valley promotes the arts as fundamental to a vibrant community, providing memorable arts experiences for individuals in the City of Harrisonburg and*

*Rockingham County.*

In support of our mission, the Arts Council of the Valley (ACV) produces and promotes high- quality arts programs and exhibitions, participates in the revitalization of Harrisonburg’s Arts & Cultural District, and provides grants to support artists and art educators.

**Who We Are**

ACV is a 501c3 nonprofit arts organization that advocates for all forms of artistic production –

visual, performing, and literary. We are supported in part by government grants from the

Virginia Commission for the Arts, the National Endowment for the Arts, the City of Harrisonburg and Rockingham County, Virginia. ACV runs the Court Square Theater in downtown Harrisonburg where we present a plethora of films, live performances, and symposia. ACV also created and organizes *First Fridays Downtown,* the *Court Square Theater Music Series*, and

the *Latino Film Festival* as well as participating in various collaborative projects throughout the

Harrisonburg area.

ACV’s Advancing the Arts re-granting program supports artists and educators that work to promote the arts as fundamental to our community and those that advocate for life-long learning in the arts.

**Arts in Education Grants**

The Arts in Education Grants are intended to help art educators in the community pursue a creative educational initiative. Proposals should demonstrate a sense of mission and seriousness of purpose, ability to articulate creative and educational goals, and a feasible plan/strategy to realize the project. If this is a collaborative work, all participants and their roles should be explained. Some kind of arts enrichment for the local Harrisonburg-Rockingham community is required. The proposals will be judged on artistic quality or value of the goals, mission, and outcome, and the feasibility of the project as presented in the proposal.

**GRANT SUBMISSION TIMELINE:**

June, 2017: Grant Information Disseminated

October 10, 2017: DEADLINE for grant applications

October 11 - 20, 2017: ACV Panel Reviews Grant Submissions

October 31, 2017: Recipients notified in writing

November 1, 2017 – May 31, 2018: Projects

June 1, 2018: Final Reports must be submitted before or by this date

**Eligibility**

**Individuals who:**

* Are 18 years of age or older at the time of application
* Are not enrolled as full time-students at the time of application or during the grant period
* Have submitted all required reports on any prior ACV grants
* Are not current board members or employees of ACV or immediate family members of such persons
* NOTE: Organizations are eligible provided no officer, director, or principal shareholder of said organization is a current board member, employee or immediate family member of a current board member or employee of the Arts Council; and provided the organization's principal collaborators meet all of the above-listed requirements

**Proposed Project Must:**

* Benefit residents of Harrisonburg and/or Rockingham County
* Occur during the term funded (November 1, 2017 – May 31, 2018)
* Exhibit artistic integrity and quality
* Be feasible
* Raise awareness of, and respect for, the value of the arts in the community
* Complement an educational curriculum
* Have not received a grant in the last 12 months

**Proposed Projects should NOT be for:**

* Academic tuition
* Construction of new facilities, renovation of existing facilities, or other improvements
* Deficits and debts incurred from past activities
* Events that present faculty members on the campus of their own institutions
* Events which are predominantly religious or sectarian
* Events whose sponsors are not in compliance with the Requirements of the Americans with Disabilities Act of 1990 and Section 504 of the Rehabilitation Act of 1983
* Food and beverages
* For-profit
* Fundraising events
* International travel (airline tickets)
* Lobbying expenses
* General organizational operating support
* Private events to which the public is not invited
* Requests from applicants exceeding the funding maximum of $1,000

**Funding**

Candidates may submit requests that range between $250-$1,000. ACV does not require matching project funds for grant submission. Payment of the grant will be made in two installments. The first payment of 50% of the awarded funds will be paid upon receiving a signed “Grant Agreement Form”. The second payment of 50% of the awarded funds will be paid on a reimbursement basis upon receiving and approving the completed “Final Grant Report”.

**Deadline**

The deadline for the grant application is no later than 5pm on Tuesday, October 10, 2017. Please note that this is not a postmark deadline, the application must be in hand, at the ACV office by the deadline. Applications received after 5pm on the deadline date will NOT be considered. Applications may be submitted electronically via email. Please submit application in PDF with jpeg images attached and not to exceed 5MB per image. If submitting for literary arts, dance, film, or live performance please see “allowable attachments”.

**Mailing address or Hand-delivery:**

Arts Council of the Valley

Attn: Advancing the Arts Grants

311 South Main Street

Harrisonburg, VA 22801

**Email: advancingvalleyarts@gmail.com**

**Award Requirements**

The Arts Council of the Valley issues the “Grant Agreement Form” that outlines the terms of the grant to the recipient. The “Grant Agreement Form” must be signed and returned by the

grantee within thirty days of their notification.

If the terms of the “Grant Agreement Form” are not met by the grantee, the Arts Council of the Valley reserves the right to deny full or partial payment to the grantee. If you need to preview the “Grant Agreement Form” beforehand you may contact Jenny Burden at [Jenny@valleyarts.org](mailto:Jenny@valleyarts.org).

To help guarantee continued community support for our program, grantees are required to acknowledge the project support by the Arts Council of the Valley in all printed materials, both promotional and informational. Grantee acknowledgement is vital and appreciated. The Arts Council of the Valley logo will be provided to all grant recipients.

In addition, award recipients are strongly encourage to invite ACV Board of Directors and staff to any performances or exhibitions resulting from the project.

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**ARTS IN EDUCATION**

**2016-2017 GRANT APPLICATION FORM**

**For projects occurring: November 1, 2017 – May 31, 2018**

**Deadline for submission October 10, 2017**



Use the following grant outline as a template by copying and pasting into Microsoft Word, or a similar word processing program. After completing the application, save it as a PDF.

**Applicant Information**

1. Organization or Individual Name:

2. Contact Person (for organizations):

3. Mailing Address:

4. Phone Number:

5. Email:

6. Website (if any):

7. Have you received a grant from the Arts Council of the Valley before? If so, when?

**Project Title Page**

• Project Title:

• Amount Requested:

• Project Start Date/End Date:

• Project Location(s):

• Abstract (100 words or less): Summarize your purpose, goals, method, materials and final outcome(s)

**Project Narrative**

• Explain and develop the ideas mentioned in the abstract

• What are the artistic and/or cultural goals of the project and what are the strategies for meeting them?

• Is your project well-designed and feasible?

• How will your project enrich the Harrisonburg-Rockingham community?

**Project Participants and Recipients**

1. **Artists:** How many artists (visual, performing, literary, or other) will be involved in the project? If possible, please provide a list of the artists’ names and their qualifications to support successful completion of the project.

2. **Project Partners:** Please provide a list of partnering individuals or organizations who will be employed by or volunteering their efforts to the organization in implementing the project.

3. **Community/audience:** Estimate 1) the number of people who will benefit from this

project and 2) how attendance will be documented.

**Outreach Plan**

Attach a Marketing and Public Relations Plan for the proposed project. Limit the plan to one page. (How will you promote your work, performance, project, etc.? What types of promotional items will be produced?)

**Budget**

**Expenses:** List the anticipated expenses for the project in detail. You must list, in a table format (i.e. Excel), each type of supply that may be needed and the associated cost. Note this type of description is not acceptable: “$100 for Art Supplies”. Specific detail is needed in order to determine proper funding.

**Total expenses amount:** Which of these expenses will the Arts Council of the Valley’s grant cover? Is there a plan for implementing the program if requested funding is not fully awarded?

List the anticipated revenues for the project, including the source of the revenue (Include the requested amount from the Arts Council):

**Total revenues amount:** In addition to any revenues listed above, list any other efforts that have been made to secure funds other than the Arts Council:

**Certifications and Signatures**

**For Applicants:** “This grant application accurately represents my organization’s history (or individual expertise) and project plans, and we are/I am fully prepared and capable of completing the project as described.”

Designated Person / Title: Signature:

**Attachments**

* Tax Identification Number/Social Security Number (Required)
* Resume, artist statement, and/or brief biography (Required)
* Two Letters of Support, including one from any participating organization (Required)
* Evidence of past successes (Optional)

**Additional Attachments: (Minimum of One Required)**

* 5-10 jpeg images sent in email submission with application. Detail images are welcome, but total image count should not exceed 10.
* CD or DVD for visual art or film submissions. Film or film samples should not exceed 15 minute running time.
* Vimeo link with password for film or performance
* USB thumb-drive with HD file for film submission or dance/performance examples, preferably ProRes files.
* 5-10 color copies with captions if submitting via postal mail service.
* Example of literary work not to exceed 7 pages submitted as a PDF or hardcopy printouts.