



## Artists in Schools Grant | FY2022 Application Preview

This is not the application for the Artists in Schools Grant, but a list of the questions you'll be expected to answer in the [online grant portal](#). **Character limits, when applicable, include spaces and are listed in parentheses.**

### School Overview

name of school, school's address, name of school district, school's county, grades served, [total school enrollment and percentage of students with free and reduced lunch](#)

### Contacts

grant contact's name, email address, and phone number; school principal's name and email address; finance administrator's name and email address

### Artist Residency Overview

1. Name of artist/group to be employed

*Priority is given to artists on the Council's [Teaching Artist Roster](#).*

2. Is the artist/group on the Council's roster? (yes/no)

2a. If no, you'll need to upload a PDF with the artist's bio and/or links to the artist's website.

3. Start date of the activity

*This date must be no earlier than September 1, 2021.*

4. End date of activity

*This date must be no later than August 31, 2022.*

5. Grade levels that will be served through this residency (you'll check all that apply)

6. Estimated number of students who will be served through this residency

7. Number of classrooms served through this residency

### Grant Request and Eligible Costs

*Schools may apply for an award of up to \$2,500 to support eligible project costs. The award may not cover all costs related to the project. Eligible project costs include teaching artist instruction/contact time at a rate of \$100/hour, other time dedicated to the project by teaching artists at a rate of \$30/hour, and materials (up to \$250) necessary solely for the purpose of ensuring student safety related to COVID-19 or to purchase materials supplied by the teaching artist. Fees charged by teaching artists on the roster vary and should be negotiated with the artist before applying.*

## Grant Request and Eligible Costs (continued)

[Use this worksheet](#) as a guide while working with the teaching artist to determine the amount you are eligible to request. A worksheet is also built into the online application as a guide.

### 1. Amount of grant request

*The grant request can be up to \$2,500.*

2. Briefly explain how you arrived at the numbers in your budget. If you are requesting funds for materials, briefly describe the materials that you are purchasing from the teaching artist or purchasing for student safety. (1,500)

### 3. Additional funds needed for the project

*Answer if the grant request does not cover the full cost of the project.*

### 4. How might additional funds be raised? (1,000)

## Project Narrative

1. Briefly describe the proposed residency and the context for the residency. Include information about your goals and generally how the residency will support the needs of the students and the school community. (1,500)

2. What are the primary student learning objectives (up to four) for the proposed residency? What will students take away from the residency and how will students engage with the creative process through the residency? (1,500)

3. Provide a timeline and specific schedule of the proposed residency. What might classroom teachers do before, during, and/or after the residency to extend the learning? (1,500)

4. Describe the teaching team (including the teaching artist). Who are the key people involved in the residency? Briefly describe the collaborative process leading up to and during the residency. (1,500)

5. How will the school publicize the residency? (500)

## Project Design

The Council funds a range of projects according to the criteria in the program guidelines. Preference is given to projects that most strongly align with the Council's priorities:

- **Expanding access to the arts and culture for all Vermonters.** This includes projects designed to engage individuals with limited access to the arts due to age, ability, income, race, or other factors. It may also include projects that cultivate knowledge and skills for understanding and addressing the existence of inequity. This may include, for example, projects using the equity literacy framework, projects using ethnic studies frameworks, or projects designed to serve groups of underrepresented students.
- **Creative placemaking.** This includes projects that re-envision public spaces and strengthen community identity through the arts. Creative placemaking projects would involve multiple partners and may be a part of a larger community effort while altering the use or perception of a public space through creative work.
- **Creative economy.** This includes projects that support and mentor students preparing to enter the creative workforce.

1. Please indicate which, if any, of the Council's priorities closely align with your project.

2. Briefly describe how this project aligns with the selected priorities. (1,000)

## **Applicant Checklist**

You will need to acknowledge that you understand and will abide by these conditions:

- A written agreement with the teaching artist will be prepared and signed by all parties once funding is secured. Agreements should outline payment schedules agreed to by both parties and be made available upon request
- A planning meeting with the teaching artist will occur prior to the date of the activity/event.
- The teaching artist will be paid a minimum of \$100/hour for instructional or contact time and a minimum of \$30/hour for other time dedicated to the project. A full day must not exceed five contact hours with students
- A designated teacher(s) will be present and supportive at all times during the teaching artist visit
- The applicant will publicize the activity in the local press (newspapers, radio, web), through school communications, and within the local community and give credit to the Vermont Arts Council and the National Endowment for the Arts
- The applicant will complete and submit the final report within thirty days of the project end date

## **Questions?**

Send an [email to Troy Hickman](#) or call him at 802.402.4496.