

## Artists in Schools | FY2024 Guidelines

Artists in Schools Grants support quality, multi-day arts experiences in schools with Vermont teaching artists in residence and encourage collaborations between schools, youth, artists, and arts organizations. Residencies may take place during the school day or in a sequential, after-school setting. Grant funding supports multi-day projects typically between 3-10 days in length and support preK-12 teachers and students within a given school or district.

Artists on the Council's [Teaching Artist Roster](#) meet standards of artistic merit, have teaching experience, and have experience planning collaboratively. Schools and arts organizations may apply for support of projects led by teaching artists not on the roster. Teaching artist fees vary from artist to artist; grant funds may not cover the entire cost of the proposed project.

Arts and arts-integrated projects provide experiential learning opportunities that offer many benefits, including fostering connections within the school and the broader community; supporting students around targeted proficiencies, skills, or personal goals; helping students discover and express ideas; building student confidence; and building connections with the arts and the creative process.

### Who May Apply

- Schools or school districts [recognized by the Vermont Department of Education](#). This includes public schools, union schools, independent schools, Career and Technical Education programs, or Adult Education programs serving students in grades preK-12
- Non-profit arts organizations registered in Vermont with a documented school/district partnership and a plan for ensuring access to students regardless of race, ability, income, or gender identity through collaboration

### Unique Entity ID (UEI)

As of April 4, 2022, the federal government transitioned from the use of DUNS Numbers to a new Unique Entity ID (UEI). All organizations applying for funding will be required to have a UEI. This ID is a 12-character alphanumeric value assigned, managed, and owned by the federal government through SAM.gov. School applicants may consult school or district administrators for their UEI or [learn how to get your free UEI here](#). Contact us with any questions about a UEI.

### Who May Not Apply

- Applicants that have already received an Artists in Schools Grant for the same school year
- Applicants applying for the same project with the same teaching artist more than two years in a row
- Applicants that have incomplete reports for any Vermont Arts Council grant program
- Applicants that receive operating support through Vermont Arts Council's Arts Operating Grant in the same year

## Grant Amounts

Schools/arts organizations may apply for an award of up to \$4,000 to support eligible project costs at a rate of up to \$400/day for individual artists or \$600/day for a group of two or more artists. Funds are to be used to support teaching artist fees for instruction and planning. Up to \$250 of the award may be used for materials.

### Eligible project costs include:

- teaching artist instruction or student contact time
- other time contributed by the teaching artist. Such activities may include, but are not limited to, planning time, development of content, and/or time for assembling culminating projects or performances
- materials—up to \$250 of the funds may be used for materials

Fees should be negotiated with the artists or artist groups before the application is submitted. Teaching artist fees vary from artist to artist and from project to project. Generally, it is recommended an artist 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 should not exceed five contact hours with students.

The full grant award will be paid upon the approval of the grant. Grant amounts are dependent upon federal and state funding and are subject to change.

## Criteria for Selection

Applications will be reviewed based on:

### Artistry and Learning Objectives

- the opportunities for students to deeply explore an art form or artwork, engage others through creativity, and/or express themselves creatively
- the strength of the learning objectives and goals for the development and success of all students and/or teachers. This may include objectives aligned with [National Core Arts Standards](#), [arts learning targets](#), or [other content areas](#)
- the strength of the activities in engaging students, which may include:
  - opportunities for students to express their voice, take on significant responsibility, and/or work independently with support
  - opportunities for students to inquire, engage, and reflect through the arts and creativity
  - opportunities to build skills in the arts and creativity

### Project Planning

- the clarity of how the funds will be used and who is involved and how the project is integrated into the classroom, school, or program

### Access

- the strength of the plan in creating access for youth of all abilities and/or serving underserved and under-represented students
- the program seeks to distribute funding across the state, engage new schools, and engage as many teaching artists as possible each year

## Grantee Requirements and Expectations

- students are served by multi-day projects driven by an eligible teaching artist
- when publicizing the activity in the local press, grantees give credit to the Vermont Arts Council as well as the National Endowment for the Arts
- grantees assume responsibility to conduct appropriate criminal background checks per organizational policy
- teaching artists will receive payment directly from the school/arts organization as agreed upon by both parties. Grant funds will be released soon after the notification of the award. Teaching artists may request partial funds before or during the residency as negotiated and agreed upon by all
- a final report is due 30 days after the end of the activity, and no later than September 30, 2024

## Priority Areas

The Council is especially interested in projects that respond creatively to the Council's program 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 address or explore equity issues as well as projects using equity literacy, ethnic studies, or whole child frameworks
- **creative placemaking**  
We welcome projects that re-envision the use of public spaces and strengthen community identity through the arts. Creative placemaking projects may be a part of a larger community effort
- **creative economy**  
We welcome projects that support and mentor students preparing to enter the creative workforce. This includes projects for students preparing for or enrolled in Career and Technical Education Programs

## Application and Deadline

Funds are to be used for activities that begin after September 1, 2023, and end by August 31, 2024. The application will open on July 3, and applications will be reviewed internally at the end of each month. Awards will be made accordingly until the funding is exhausted. The Council reserves the right to work with the applicant to improve or clarify grant requests before funding decisions are made. Applications must be submitted no later than one month before the start of the activity.

## Preparing Your Application

You will be asked to provide:

- a description of the proposed residency and answers to narrative questions
- the name of the teaching artist selected from the Council's Teaching Artist Roster
- a project budget

## **Access and Nondiscrimination Policy**

The Vermont Arts Council is committed to supporting entities that maintain an environment free from discrimination on the basis of race, religion, color, creed, national origin, age, sex, marital status, sexual orientation, gender identity or expression, genetic bias, disability, citizenship, veteran status, or other category protected by applicable state or federal law.

Arts Council grant recipients who receive federal or state funds must be in compliance with the requirements of Section 504 of the Rehabilitation Act of 1973 (504), the Americans with Disabilities Act of 1990 (ADA), and the ADA Amendment Act of 2008 (P.L. 110-325) which became effective on January 1, 2009.

## **Questions?**

Inquiries about the Artists in Schools grant program should be made by [sending an email to Troy Hickman](#) or by calling 802.402.4496.

Inquiries about using the online granting system should be made by [sending an email to Meredith Bell](#) or by calling 802.402.4478.