



## 2020 ARTS EDUCATION *In School K-12* APPLICATION DEADLINE: October 25, 2019 at 4pm



**Council on  
the Arts**

Funded by the New York State Council on the Arts, a state agency Decentralization Program with the support Governor Andrew Cuomo and the New York State Legislature; administered by the Lower Adirondack Regional Arts Council.

### **APPLICATIONS MUST BE HAND-DELIVERED TO THE LARAC OFFICE BY 4 PM**

-or-

### **POSTMARKED BY Oct. 21 & MAILED TO:**

Community Arts Grants, C/O LARAC, 7 Lapham Place, Glens Falls, NY 12801

***FAXED OR EMAILED APPLICATIONS WILL NOT BE ACCEPTED.  
LATE APPLICATIONS WILL NOT BE REVIEWED.***

### **A COMPLETE APPLICATION MUST INCLUDE:**

- + 1 Original Signed Application
- + 7 Copies of the signed application
- + 1 Copy of the Organization's financial statement (For Organizations Only)  
Submit 1 copy of the financial statement from your organization's last competed fiscal year. Use updated audited figured when available; other acceptable documents include accountant prepared statements, or internal statements signed by board treasurer.
- + 1 Copy of Proof of Nonprofit Status (For Organizations Only)  
Submit 1 copy showing proof of non-profit status. Refer to page 1 of the AE Guidelines for a list of accepted proof. Also submit Board of Directors List and Latest Minutes (for Organizations)
- + List of all Artists & Administrative Personnel: Include all names and organizations involved, provide addresses and phone numbers and specify their roles in the project (must include school administrators contact info)
- + Resumes for all artists involved in the project
- + Proof of Residency (For Individual Artists only)  
Submit 1 copy of proof of residency. This may include Drivers' License, recent phone or utility bill, voter registration card, or copy of dated lease or mortgage.
- + A Letter of Support from the Partnering School  
One written letter of support from the school partner(s) to the organization or artist is required. The letter must outline the school's support of the project (monetary and otherwise) and anticipated roles and responsibly for each partner involved. The principal should sign the letter of agreement and it should appear on the school letterhead.
- + Artistic Support- See Guidelines for submission instructions
- + 8 Copies of the Budget Form

### **APPLICANT INFORMATION**

|   |        |              |         |
|---|--------|--------------|---------|
| Artist's or Organization's Legal Name:                  |        |              |         |
| Partnering Organization (If applicable):                |        |              |         |
| Applicant Mailing Address:                              |        |              |         |
| City:   | State: | Zip:         | County: |
| Phone Number:   |        |              |         |
| Email:  |        | Website:     |         |
| Have you ever applied DIRECTLY to NYSCA?                | No     | Yes, Date:   |         |
| Have you applied for a LARAC grant in the past 3 years? | No     | Yes          |         |
| If yes, Did you receive funding?                        | No     | Yes, Amount: |         |
| Name of project previously funded:                      |        | Dates:       |         |

**PLACE AN X IN ALL STATUSES THAT APPLY** (One must be checked to be eligible)

- US Internal Revenue Service 501(c)3
- NYS Not-For-Profit Corporation (Charter from Board of Regents S.216)
- NYS Charities Registration (Article A7)
- Unit of Local Government
- Individual Artist (Will need to fill out a W9 form if awarded)

**Mission Statement** (Organizations only)

-or-

**Artists' Statement** (Individual Artists only)

**PROJECT INFORMATION**

|                         |                   |                    |
|-------------------------|-------------------|--------------------|
| Project Title:          |                   |                    |
| Project Start Date:     | Project End Date: |                    |
| Total Project Expenses: | Amount Requested: |                    |
| # of Artists Involved:  | # of Youth:       | # of Adults (18+): |

*Summarize your project in a clear and concise statement, one sentence in length:*

**CHECK THE DISCIPLINE THAT BEST DESCRIBES THE PROJECT**

|             |                 |             |                   |                    |
|-------------|-----------------|-------------|-------------------|--------------------|
| Crafts      | Dance           | Folk Arts   | Humanities        | Literature         |
| Media       | Musical Theater | Music       | Opera             | Multi-Disciplinary |
| Visual Arts | Theater         | Photography | Other (describe): |                    |

## APPLICATION FORM QUESTIONS

***Please note: Your grant will be reviewed primarily on the answers to these questions below. Text boxes will expand to fit your content.***

*Please describe the individuals who will be involved in the planning and implementation of the project:*

*Please list the direct core group of participants who will benefit from this project including number of teachers involved and the number of contact sessions within each group:*

*Please list the in-direct core group of participants who will benefit from this project including number of teachers involved and the number of contact sessions within each group:*

*Please provide a timeline for all activities in your project including pre-project, mid-project and post-project meetings with the school district:*

*Please outline the lesson plan with stated learning goals, methodologies, outcomes, and means for evaluation:*

### **CERTIFICATION**

*The person signing below must be an officer of the Board of the organization applicant, or the individual artist applying for the project.*

The undersigned certifies that (s)he is a principal officer of the applicant organization with authority to obligate it; has knowledge of the information presented herein; has read the guidelines of the Arts Initiative Program and certifies that this application complies with, and is made subject to said guidelines; on behalf of the applicant, herewith releases the LARAC Board of Directors, its employees and agents with respect to damage to property or materials submitted with this application; and on behalf of the applicant, will be responsible for the administration and finances of the project(s) outlined herein as well as all reports and stipulations required of all Community Arts Grant grantees.

Name (*print or type*): \_\_\_\_

Signature: \_\_\_\_

Title: \_\_\_\_

Date: \_\_\_\_

