



# 2020 COMMUNITY ARTS GRANTS FOR ORGANIZATIONS

**DEADLINE:** October 25, 2019

**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.***

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

**ALL NEW APPLICANTS MUST ATTEND** one free application seminar -or- set up a meeting with the Grant Coordinator.

**PREVIOUS APPLICANTS MUST** contact the grants coordinator to make aware of their intent to apply by [September 27, 2019 at 4pm.](#)

## ABOUT CAG

The Community Arts Grants are available in Warren and Washington County through a competitive re-grant program administered by the Lower Adirondack Regional Arts Council (LARAC). Funds are provided on a statewide basis through the New York State Council on the Arts (NYSCA)- Decentralization Program to fund public arts experiences and foster creative communities.

## PURPOSE

New York State Council on the Arts (NYSCA) provides state funding to arts and cultural organizations. The Decentralization Program (DEC) was established in 1977 to reach out to communities that might not otherwise be able to access state funds. Local arts agencies, like LARAC, administer the DEC program on a local level to make arts support available to geographically, economically, and ethnically diverse populations to increase the vitality of and livability in local communities & neighborhoods in every county.

Community Arts grants provide support for arts and cultural projects to community-based organizations, groups, collectives or artists. The DEC program allows local arts agencies, like LARAC, to make arts support available to geographically, economically, and ethnically diverse populations to increase the vitality of and livability in local communities & neighborhoods in every county. Programs in the past have included dance performances, theater productions, concerts, historical programs, art/craft classes and workshops, readings, and film series.

## LOCAL HISTORY

The DEC Program was developed by the NYSCA in response to a 1974 mandate by the New York State Legislature to

encourage greater local involvement in funding decisions affecting local organizations offering cultural services and programs. The DEC concept was adopted and implemented in a pilot program by NYSCA in 1977. Warren County was added as an additional site in 1978. In 2000, LARAC added administration of the Washington County grant program.

## **BASIC ELIGIBILITY for ORGANIZATIONS**

### **The applicant must:**

- + Be designated as a New York State not-for-profit, based in Warren or Washington counties and whose primary area of service is within Warren or Washington
- + The legal address of an applicant organization must lie within Warren or Washington County and the funded activity must take place within the same county as the applicant's legal address.
- + Be governed by an active board of trustees that meets regularly or be able to demonstrate that it is working toward establishing such a board
- + Conduct all activities in a way that does not discriminate on the bases of race, color, national origin, disability, gender, or sexual orientation.

***If your organization is not an incorporated not-for-profit or if you do not have a legal address in the county where your project will take place, you may apply through a fiscal sponsor or community partner that submits the application on your behalf. Fiscal Sponsors must meet the same eligibility requirements.***

## **WHO'S NOT ELIGIBLE TO APPLY?**

- + New York State agencies, Public schools, Public Universities or Colleges, Private or Parochial schools
- + Individuals or organizations applying directly to NYSCA within the same fiscal year (regardless of that application's status or outcome.)
- + Previous recipients of this grant who have failed to provide final reports, or have failed to comply with previous contracts.

## **FUNDING POLICY**

- + Each applicant will submit only one application, which can include up to three project requests totaling no more than \$5,000.
- + The minimum request for EACH project is \$300 with ALL project requests totaling no more than \$5000.
- + All projects must take place between January 1 and December 31, 2020
- + The Community Arts Grants Program WILL NOT BE THE SOLE SUPPORT of any project; each project budget must show a 25% revenue match based on the project's request.

***Previous funding does not imply continued support; each application is reviewed anew in the context of current policies and applications. Funding is available for projects in all artistic and cultural disciplines.***

## **USE OF FISCAL SPONSORS**

An individual artist or collective may apply for decentralization funds through a fiscal sponsor. The entity serving as the fiscal sponsor becomes the "applicant organization" and must meet the same eligibility requirements as an applicant organization.

### **Fiscal Sponsors are responsible for:**

- + Knowledge and understanding of grant opportunity criteria and relevant guidelines.
- + Ensure work will occur within the appropriate contract period and required service area.
- + Consulting with the sponsored group/artist regarding project eligibility and conveying all relevant grant application information, including deadlines.
- + Registering requests and submitting applications with all required supporting information.
- + Execute a letter of agreement with the sponsored group/artist that clearly outlines the administration of the grant and defines mutual responsibilities.
- + Informing the sponsored group/artist of funding decisions in a timely manner (prior to the expiration of the appeals period).
- + Receiving and disbursing granted funds and ensuring that all relevant tax filings and reporting are executed as appropriate.
- + Submitting a final report on the expenditure of the grant funds.

**Please Note:** Direct NYSCA applicants may not serve as a fiscal sponsor for a DEC applicant.

## RESTRICTIONS

Funds may not be awarded for the following:

- + Capital expenditures, construction, mortgage or monthly rent payments, staff salaries, utilities, improvements, or expenditures for establishment of new organizations.
- + Activities which are targeted to at-risk audiences, targeted to an insular group or at facilities not considered open to the general public.
- + Activities that not easily accessible or not promoted to the general public.
- + Activities taking place at a private home.
- + Student projects
- + Activities that are primarily geared towards an audience outside of Warren or Washington County.
- + Public school districts, their affiliates or components, which exclusively serve a student audience, with no public component (e.g. BOCES; private, parochial, or public schools; universities and colleges.)
- + New York State agencies and departments.
- + Projects taking place in a school during the school day or immediately after. Requests should not reflect activities targeted primarily to school audiences and school-based programs.
- + Projects where fees are paid to students of universities, high schools, middle or elementary schools.
- + Activities where the core activity is recreational, rehabilitative, religious, educational or therapeutic (e.g. magic shows, science shows, balloon art, juggling, clowns, animal shows, and art therapy will not be funded.)
- + Organizations applying directly to NYSCA in 2019/2020 even if not successfully funded by NYSCA.
- + Travel costs to bring in artists from out of State.
- + Fundraising events, or money for awards, prizes, lobbying costs, reception costs, food, and drink.
- + Acquisition of works of art, the creation of books, films, classroom materials, and the like.
- + Equipment purchases, unless consumed during the course of the project, e.g. art supplies, cameras, picture frames, etc. are considered equipment. Equipment rental is allowed.
- + Previously funded organizations that have failed to submit final reports and/or comply with contracts.
- + Cash prizes, juried shows, fellowships, scholarships and other awards to students.

## 2020 FUNDING PRIORITIES

- + New or evolving programs
- + New/up-and-coming community organizations
- + Programs and projects that focus on collaboration with other organizations within the community
- + Programs that encompass public art (ex. sculpture, performance art)

## PREVIEW DEADLINE

Applications that are submitted by **THURSDAY OCTOBER 10, 2019 at 4:00pm** will be reviewed by the grants coordinator. Suggestions in the way of corrections, deletions or additional information needed, will be made, and the application will be returned to give the applicant a chance to make any changes necessary.

Applications submitted after the Preview Deadline will be considered final, and will not be given the opportunity for corrections, changes, or supplemental info additions.

***\*Changes made following a suggestion during the preview review process do not guarantee funding.***

## REVIEW PROCESS

- + A Panel made up of seven community members, for each county, meet to review and discuss the applications based on the funding criteria and then recommend funding levels for approved projects.
- + In addition to the items sent with the application, Panel Members have access to program audits, Interim & Final Reports, and Grant Compliance Reports.
- + The LARAC Board of Directors has full authority for final approval based on the Review panels' recommendations.

## RESPONSIBILITIES (IF FUNDED)

- + All programs must be open to the public and advertised as such.
- + Keep the Grant Coordinator informed of any change regarding the funded project.

- + File Interim and Final reports by the due date written in the contract.
- + Use proper credit statement on all publicity and programs in acknowledging the support of NYSCA's Decentralization Program. (Required credit statements can be found online or sent by the Grant Coordinator at your request)

## **WORK SAMPLES REQUIRED**

### **FOR ARTISTS WORKING IN VISUAL FORMATS**

- + Send 5-8 images (recommend work no older than 3 years) Images must be jpeg. Clearly label with your name.
- + Include a list of the following for each piece: title, medium, dimensions, and date of work.

### **FOR ARTISTS WORKING WITHIN PERFORMING AREAS**

- + Send a maximum sample of 6 minutes of your work clearly labeled with your name and include a sheet listing the title of piece or pieces, length of full piece, and date of work.

### **FOR DIRECTORIAL PROJECTS, SEND 1 OF THE FOLLOWING**

- + Up to 8 pages of a script with a maximum of 3 pages of directorial notes;
- + 5-7 minutes of past work with a maximum of 3 pages of written directorial notes or voiceovers of directorial notes.

### **LITERATURE SAMPLES CAN BE ANY COMBINATION OF POETRY ESSAY, OR PROSE**

- + Send no more than 8 pages total, (if poetry, maximum of 1 poem per page), work should be labeled with artist's name, titles of work, and date of work.

**FOR OTHER MEDIUMS, PLEASE CALL THE GRANT COORDINATOR FOR DIRECTION ON SAMPLES**

**Alyssa Shiel, Grants Coordinator**  
**GUIDELINES/APPLICATION/SEMINAR DATES:** [www.LARAC.org](http://www.LARAC.org)  
**QUESTIONS:** [outreach@larac.org](mailto:outreach@larac.org) or 518.798.1144 x4