

Investments in Arts & Culture FY20

Rhode Island State Council on the Arts

Panel comments

Character Limit: 5000

Amount Awarded

Character Limit: 20

Project Name*

Please enter "Investments in Arts & Culture FY20".

Character Limit: 100

Applicant status:*

Please designate the legal status of your organization.

Choices

- 01 Individual
- 02 Organization - Non-Profit
- 03 Organization - Profit
- 04 Government - Federal
- 05 Government - State
- 06 Government - Regional
- 07 Government - County
- 08 Government - Municipal
- 09 Government - Tribal
- 99 None of the Above

Applicant institution:*

Choose from the codes below to describe your specific type of organization. For definitions of these fields, see this guide to the National Standard data fields.

Choices

- 01 Individual - Artist
- 02 Individual - Non-artist
- 03 Performing Group
- 04 Performing Group - College/University
- 05 Performing Group - Community
- 06 Performing Group for Youth
- 07 Performance Facility
- 08 Museum - Art
- 09 Museum - Other
- 10 Gallery/Exhibition Space
- 11 Cinema
- 12 Independent Press
- 13 Literary Magazine
- 14 Fair/Festival

- 15 Arts Center
- 16 Arts Council/Agency
- 17 Arts Service Organization
- 18 Union/Professional Association
- 19 School District
- 20 School - Parent-Teacher Association
- 21 School - Elementary
- 22 School - Middle
- 23 School - Secondary
- 24 School - Vocational/Technical
- 25 Other School
- 26 College/University
- 27 Library
- 28 Historical Society/Commission
- 29 Humanities Council/Agency).
- 30 Foundation.
- 31 Corporation/Business
- 32 Community Service Organization
- 33 Correctional Institution
- 34 Health Care Facility
- 35 Religious Organization
- 36 Seniors' Center
- 37 Parks and Recreation
- 38 Government - Executive
- 39 Government - Judicial
- 40 Government - Legislative (House)
- 41 Government - Legislative (Senate)
- 42 Media - Periodical
- 43 Media - Daily Newspaper
- 44 Media - Weekly Newspaper
- 45 Media - Radio
- 46 Media - Television
- 47 Cultural Series Organization
- 48 School of the Arts
- 49 Arts Camp/Institute
- 50 Social Service Organization
- 51 Child Care Provider
- 99 None of the Above

Applicant discipline:*

Select the primary numeric code that best describes the main art form of your organization. Use of supplemental letters (e.g. 01A or 01B) is encouraged, but optional.

For definitions of these fields, see this [guide to the National Standard data fields](#).

Choices

- 01 DANCE
- 02 MUSIC
- 03 OPERA/MUSICAL THEATRE

- 04 THEATRE
- 05 VISUAL ARTS
- 06 DESIGN ARTS
- 07 CRAFTS
- 08 PHOTOGRAPHY
- 09 MEDIA ARTS
- 10 LITERATURE
- 11 INTERDISCIPLINARY
- 12 FOLK/TRADITIONAL ARTS
- 13 HUMANITIES
- 14 MULTIDISCIPLINARY
- 15 NON-ARTS/NON-HUMANITIES

Project discipline*

Of the fifteen items listed, choose the one item that best describes the discipline with which funded activities are involved. If funded activities are of a technical assistance or service nature, use the arts discipline that will benefit from the award.

NOTE: this entry will often be the same as your applicant discipline, above.

Choices

- 01 Dance
- 02 Music
- 03 Opera/Music Theatre
- 04 Theatre
- 05 Visual Arts
- 06 Design Arts
- 07 Crafts
- 08 Photography
- 09 Media Arts
- 10 Literature
- 11 Interdisciplinary
- 12 Folklife/Traditional Arts
- 13 Humanities
- 14 Multidisciplinary
- 15 Non-arts/Non-humanities

Type of activity:

Select the code that best describes the activities of your organization.

For definitions of these fields, see this guide to the National Standard data fields.

Choices

- 01 Acquisition
- 02 Audience Services
- 03 Award/Fellowship
- 04 Creation of a Work of Art
- 05 Concert/Performance/Reading

- 06 Exhibition
- 07 Facility Construction, Maintenance, Renovation
- 08 Fair/Festival
- 09 Identification/Documentation
- 10 Institution/Organization Establishment
- 11 Institution/Organization Support
- 12 Arts Instruction
- 13 Marketing
- 14 Professional Support - Administrative
- 15 Professional Support - Artistic
- 16 Recording/Filming/Taping
- 17 Publication
- 18 Repair/Restoration/Conservation
- 19 Research/Planning
- 20 School Residency
- 21 Other Residency
- 22 Seminar/Conference
- 23 Equipment Purchase/Lease/Rental
- 24 Distribution of Art
- 25 Apprenticeship/Internship
- 26 Regranting
- 27 Translation
- 28 Writing About Art
- 29 Professional Development/Training
- 30 Student Assessment
- 31 Curriculum Development/Implementation
- 32 Stabilization/Endowment/Challenge
- 33 Building Public Awareness
- 34 Technical Assistance
- 35 Web Site/Internet Development
- 36 Broadcasting
- 99 None of the Above

Grantee race:*

Coding should reflect the racial/ethnic characteristics of the grantee. Grantee should code itself based on the predominant group of which its staff or board or membership (not audience) is composed. Choose the ONE code that best represents 50% or more of your board or staff or membership.

Choices

- A Asian
- B Black/African American
- H Hispanic/Latino
- N American Indian/Alaska Native
- P Native Hawaiian/Pacific Islander
- W White
- 99 No single group listed above represents 50% or more of staff or board or membership

Arts education activities:*

Use this field to describe the arts education component of your organization, according to the following definition: "An organized and systematic educational effort with the primary goal of increasing an identified learner's knowledge of and/or skills in the arts with measurable outcomes."

Generally, this would mean that your organization has a relationship with a school/group of schools that involves program planning in conjunction with State curriculum goals, as well as ongoing coordination between organizational staff and school teachers/administrators.

This field pertains to percentage of students participating in organized educational programming, not simply the number of youth participating in the project.

Choices

- 01 50% or more of project activities are arts
- 02 Less than 50% of project activities are arts education
- 99 No arts education

Congressional district of applicant:*

District of the United States House of Representative in which your business address is located (this must be a street address and NOT a post office box). In Rhode Island it is either District 001 or District 002. Please enter leading 00.

To find your Congressional district go to <http://www.sos.ri.gov/vic>

Character Limit: 3

Rhode Island House district of applicant:*

The Rhode Island House of Representatives district in which your business address is located (this must be a street address and NOT a post office box).

This is a number from 1 through 75 and can be found by entering your address information at <http://www.sos.ri.gov/vic>

Character Limit: 2

Rhode Island Senate district of applicant:*

District of the Rhode Island Senate in which your business address (or that of your fiscal sponsor, if you are using one) is located (this must be a street address and NOT a post office box).

This is a number from 1 through 38 and can be found by entering your address information at <http://www.sos.ri.gov/vic>

Character Limit: 2

Applicant Legal Name*

This is the name that should appear on legal documents such as tax forms, licenses, grant checks, and other official documents.

Character Limit: 150

DUNS number*

Enter your nine-digit DUNS number here. If you do not have a DUNS number, visit Dun & Bradstreet for information and a link to register online for a DUNS number. DUNS Number assignment is free for all businesses.

Character Limit: 9

Mission Statement*

In 2-3 sentences, please provide your mission statement and principal vision of your organization.

Character Limit: 500

About Your Organization

Year incorporated:*

Please indicate the year in which your organization was incorporated in the State of Rhode Island.

Character Limit: 4

History and previous activities:*

Briefly summarize your organization's history. Please include 2-3 examples of significant organizational accomplishments.

Character Limit: 2000

Total number of full-time staff:*

Enter the number of full-time paid staff members. Employees are considered full time if they are permanent staff working more than 35 hours per week. If arts and culture are one component of a larger mission, provide only information about staff involved in your arts and cultural programming. If none, please enter 0.

Character Limit: 3

Total number of part-time staff:*

Enter the number of part-time paid staff members. Do not include consultants, contractors, or interns. If arts and culture are one component of a larger mission, provide only information about staff members involved in your arts and cultural programming.

Character Limit: 3

Total number of volunteers:*

Count all people working for your organization on a volunteer basis, including unpaid interns. Do NOT include your board members here. If arts and culture are one component of a larger mission, provide only information about volunteers involved in your arts and culture programming. If none, please enter 0.

Character Limit: 3

Total number of consultants/contractors:*

Include both short-term and ongoing contracts. If none, please enter 0.

Character Limit: 3

Number of board members:*

Provide the current number of individuals serving on your board. If a staff member also sits on your board, count them in both the staff and board sections.

Character Limit: 3

Review Criteria: Artistic Merit

Describe your arts and cultural programming for the current year:*

Please provide information and a summary description about your arts and cultural programming during the current season (from the beginning of your fiscal year projected through the end of this fiscal year). Provide dates and locations if possible. This will help our reviewers understand the scope of your programming activities.

Character Limit: 6000

Information regarding principal artists involved in programming:*

Please describe the principal artists currently involved in your programs (e.g. teaching artists/instructors, performers, artistic staff, etc.). If you wish to provide further detail, full resumes/CVs may also be attached as support material at the end of your application.

Character Limit: 3000

Discuss the artistic merit of your programming:*

Explain how your programming is designed to expand the public's knowledge of and appreciation for an art form, artist, or artistic process. What are your programs' potential impact on artists, the artistic field, and your community? How do these activities fulfill your mission?

Character Limit: 3000

Review Criteria: Public Value

Explain your audience engagement efforts:*

Describe your target participants/audience and why they are the focus of your activities. What are your engagement efforts toward this group during the current season (from the beginning of your fiscal year projected through the end of this fiscal year)? How do your programs engage this group? Discuss how your organization promotes its programming, i.e. social media, advertising, promotions, direct mail/email, and any related activities.

Character Limit: 3000

Discuss any planned changes to your engagement strategies:*

What changes, if any, have you made or plan to make to your engagement efforts based on your results currently or from previous seasons? Please also discuss any additional efforts to reach new and/or currently underrepresented participants/audiences.

Character Limit: 2000

Examples of the impact your programs and activities have had on your community:*

Based on surveys, interviews, focus groups, and/or other evaluation strategies, give three examples of how your programming made an impact on an individual participant, a group, or the community as a whole.

Character Limit: 2000

Accessibility statement:*

Describe the accessibility of both your programs and your facilities for individuals with disabilities. What efforts do you have in place (e.g. wheelchair access, services for individuals with visual/hearing impairments)? How do you inform the public of your accessibility?

Character Limit: 2000

Review Criteria: Clarity and Achievability

Describe any major changes during the past three years:*

What major programmatic or administrative changes, if any, took place in the organization during the past three years? How has the organization responded to these changes to date, and what has been the impact of these changes?

Character Limit: 2500

Describe your approach to addressing potential challenges:*

In general, what have you determined to be potential challenges for your organization? Do you have alternative approaches or solutions to these challenges, and if so what are they (e.g. cash reserve/line of credit, rain dates or backup venues, etc)?

Character Limit: 2000

Describe your tools and methods for internal evaluation and planning:*

How does your organization assess its overall operational effectiveness? What methods and evaluation tools do you use for gathering feedback from your audiences and participants? What outcomes do you measure? How have the results informed your operations and impacted your program planning? Please also describe any recent or anticipated strategic planning efforts.

Character Limit: 5000

List of programming or operational partnerships during the past three years:*

Please list and describe any formal partnerships you had with other organizations during the past three years. These can include programmatic partnerships, resource or space sharing agreements, etc. Summarize the particular benefits of each partnership to your organization. Was the partnership a one-off or ongoing?

If you had no organizational partnerships during this period, please enter "N/A."

Character Limit: 2500

Finance, Governance, and Organizational Documentation

Submit your 501(c)3 tax exempt designation letter:*

Upload a copy of your letter from the IRS confirming your organization's current tax-exempt status.

File Size Limit: 1 MB

Submit your latest IRS form 990:*

Upload your most recently filed IRS form 990 or 990-EZ. If your annual operating budget is under \$50,000, please upload your most recently filed form 990-N e-Postcard.

If your organization is exempted from filing form 990 due to its affiliation with a church or governmental unit, please upload a memo indicating this fact here.

File Size Limit: 10 MB

Upload your budget actuals for the most recently completed fiscal year:*

Click here to download and complete the required organizational budget form. Your figures must reflect ACTUAL income and expenses for the entirety of the most recently completed fiscal year. Do not submit a budget that includes incomplete or projected figures.

File Size Limit: 3 MB

Upload a current list of staff and board members:*

Please include full name, title, and city of residence for staff members.

Please include full name, board office held (if applicable), professional affiliation, and city of residence for board members.

Indicate by asterisk (*) board and staff members who are one or more of the following: American Indian or Alaska Native, Asian, Native Hawaiian or Other Pacific Islander; Black or African American; or Hispanic or Latinx.

File Size Limit: 3 MB

Work Samples and Other Support Materials

Use the following upload buttons to provide support material for your application.

Please provide at least three representative samples of programs/work produced during the last two years. If files are too large to upload here, you may instead include links to work located on external sites (Vimeo, Soundcloud, etc). It is the applicant's responsibility to ensure that links are operable.

Materials can include:

- Documentation of artistic product (e.g., audio recordings, film, video, photos)
- Documentation of public participation (e.g. photos, slides, video of people participating in activities)
- Letters or testimonials from participants/audience members/partner organizations
- Season brochure
- Printed program
- Resumes or CVs of artists and/or staff
- Press clippings (please send no more than six)
- Sample evaluation tool (e.g., audience or membership survey)
- Summary of evaluation results
- Organization strategic plans

In the text box provided for each item, please provide title, medium, year, duration, etc. as applicable. Please limit audio and video clips to 2 minutes. (If a sample is longer than 2 minutes, you must indicate start and end times for the clip you would like the panel to review.)

A variety of materials is encouraged in order to illustrate your strengths and impact to the review panel.

Work sample #1*

Please use this upload button to provide audio, video, digital images, or documents to support your application. Use the text box to provide us with a description of what you have uploaded.

Character Limit: 750 | File Size Limit: 5 MB

Work sample #2*

Please use this upload button to provide audio, video, digital images, or documents to support your application. Use the text box to provide us with a description of what you have uploaded.

Character Limit: 750 | File Size Limit: 5 MB

Work sample #3*

Please use this upload button to provide audio, video, digital images, or documents to support your application. Use the text box to provide us with a description of what you have uploaded.

Character Limit: 750 | File Size Limit: 4 MB

Work sample #4

Please use this upload button to provide audio, video, digital images, or documents to support your application. Use the text box to provide us with a description of what you have uploaded.

Character Limit: 750 | File Size Limit: 3 MB

Work sample #5

Please use this upload button to provide audio, video, digital images, or documents to support your application. Use the text box to provide us with a description of what you have uploaded.

Character Limit: 750 | File Size Limit: 3 MB

Work sample #6

Please use this upload button to provide audio, video, digital images, or documents to support your application. Use the text box to provide us with a description of what you have uploaded.

Character Limit: 750 | File Size Limit: 3 MB

Assurances

The applicant will assure that it and any organization assisted by it will comply with Titles I -IV of the Americans with Disabilities Act of 1990 (PL 101-336), as amended, Title VI and VII of the

Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., PL 88-352) as amended, Sections 503 & 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Equal Employment Opportunity Act of 1972 (PL 92-261), Rhode Island Executive Order #19, 1977, and where applicable, Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), to the end that no person in the United States shall, on the grounds of race, color, religion, sex, age, national origin, handicap, or sexual orientation, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the applicant received financial assistance from the Council.

The applicant agrees to abide by all the General Terms and Conditions and Assurances as outlined at <http://www.arts.ri.gov/legal>, and has reviewed this information prior to submitting this application. By submitting your application you are agreeing to abide by all of these federal and state terms and conditions if you receive support from RISCA. The applicant understands that all grant applications are considered on a competitive basis. No applicant is guaranteed funding at any level, even if all basic criteria have been met. Prior funding does not guarantee support in current or future years. The applicant understands that all RISCA grant award programs are contingent upon the availability of funds from the General Assembly of the State of Rhode Island and the National Endowment for the Arts, a federal agency.

It is understood by the applicant and the Rhode Island State Council on the Arts (RISCA) that RISCA reserves the right to use any text, photographs, audio, or video submitted as part of this application for limited non-commercial educational or promotional use in publications or other media produced, used or contracted by RISCA including, but not limited to: brochures, invitations, newsletters, postcards, websites, etc.

The applicant will certify that the information contained in this application, including all attachments and supporting materials, is true and correct to the best of their knowledge, and that the applicant is an eligible organization as specified in the guidelines. The applicant will certify that the filing of this application has been authorized by the governing body of this applicant, and the person submitting this application has been duly authorized to file this application for and in behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application.

By checking this box I/we agree to all of the above:*

Choices

I/We agree to the above Assurances