



**Rhode Island State Council on the Arts
Project Grant for Organizations Workshop
For April 1, 2022 Deadline**

Land Acknowledgment.



Housekeeping.

- Closed captioning is available for this session.
- Session will be 90 minutes long (or less). 45 minutes for the presentation and 45 minutes for Q + A.
- The presentation portion of this session will be recorded and shared publicly. To make sure you aren't "featured" in the presentation, please turn off your cameras.
- If you have questions during the Presentation portion, please put them in the chat. I will try to answer them during the context of the presentation, but if not will answer them at the end.
- During the Q + A, questions will be accepted via chat or by unmuting and speaking. ***TODD HIT RECORD***





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Rhode Island State Council on the Arts (RISCA).

- RISCA is a state agency.
- Supported by appropriations from the RI General Assembly and grants from the National Endowment for the Arts, a federal agency.
- Charged with stewarding arts and culture ecosystem.
- Convener and connector of arts and culture communities.
- Provides grants and staff support to arts organizations and artists, schools, community centers, social service organizations and local governments.



Meet your program director!



Todd Trebour (he/his)
Organizations Program Director
RI State Council on the Arts



About the Project Grant for Organizations (PGO) program.

- Provides grants of up to \$3,000 in support of arts and culture projects that are relevant and meaningful to a Rhode Island community or communities.
- Entry-level grant program for organizations. We know for many applicants this is their first time writing a grant or might be the only grant opportunity they regularly apply to.
- Provide robust application support both within the application itself, as well as through regular grant workshops, one-on-one meetings, and drop-in office hours.



Deadlines for program and when it funds.

- Two deadlines a year, April 1 and October 1.
- April 1 deadline supports projects occurring between July 1 and June 30 – so the entirety of the state’s fiscal year.
- October 1 deadline supports projects occurring between January 1 and June 30.



Types of projects funded.

- Parameters are intentionally broad, so it can be as responsive as possible to what communities want or need over time. Here are hypothetical examples of the types of programs PGO will fund:
- **Example One:** a free, day long summer cultural festival at a public park featuring live performances, including RI based performing artists.
- **Example Two:** a free series of art classes led by a teaching artist at a social service nonprofit for a dozen adults with development disabilities.
- **Example Three:** a low cost dance program for eight young people within a specific cultural community. Taught by artists or culture-bearers from that specific cultural tradition, the intention of the program is to preserve and perpetuate these cultural traditions among future generations.



Who is eligible to apply.

- **A non-profit organization.** Your organization must be incorporated in and conducting business in the State of Rhode Island, with 501(c)(3) tax exempt status from the Internal Revenue Service, registered with the Rhode Island Secretary of State, governed by a revolving board of directors, trustees or advisory board drawn from the community at large and shown to be actively involved in the governance of the organization.

If your organization is incorporated in a state outside of Rhode Island, they may still apply for a grant. Please contact Todd Trebour, Organizations Program Director for more information.

- **A non-exempt, Rhode Island-based organization using a fiscal sponsor that fits the above requirements.**



Other Things to Know.

- Panel representation requirements.
- Partial awards are VERY common.
- Only one application per grant deadline – except fiscal sponsors.
- If you receive a grant, you must credit RISCA on all marketing materials.
- All RISCA grant awards are contingent upon the availability of funds.
- Grant applications are considered on a competitive basis.
- Notification.
- Accommodations.
- Payments can take 8-12 weeks.
- Requirement of ADA compliant spaces.



Starting your application: things to gather.

- **501(c)(3) Determination Letter.** We are required to grant out federally-sourced funds to 501(c)(3) non-profit organizations. If you are not a federally registered 501(c)(3) nonprofit, this is a letter you will need from your fiscal sponsor.
- **SAM-UEI.** SAM-UEI is a 12-character Unique Entity Identifier (UEI) assigned by the federal System for Awards Management (SAM).
- **Recent 990 from one of the past three fiscal years.** A 990 is the type of annual tax return 501(c)(3) nonprofits file. that.
- **Letter from fiscal sponsor, if applicable.** You can find a fiscal sponsor template letter at the bottom of the PGO webpage.



Starting your application: things to gather.

- **Support materials showing how this project is meaningful to your community.** You can submit up to four. letters of support from community partners or valued members of the community; a document of quotes from past or current participants in the project; or anything else from people outside of your organization (e.g. not board or staff) that speaks to why this project is important to the community being engaged. *Remember: the panel is reading up to 30 applications – keep your support materials targeted to what you want panelists to see, hear, and know.*
- **Support materials showing how the artist(s) or culture-bearer(s) involved in the project that have experience relevant to this project.** You can submit up to four.



Evaluation criteria.

Community Impact and Engagement (50%)

- Project has a clearly defined target audience, and estimated participation is reasonable.
- Project has direct and deep relevance to the creative experience and/or cultural heritage of that community.
- Proactively creates opportunities for all Rhode Island residents to participate in the arts, particularly persons in historically and/or continuously marginalized communities. Historically and/or continuously marginalized communities could include immigrant groups, BIPOC (Black, Indigenous, and people of color) communities, rural populations, aging populations, people living in poverty, people experiencing homelessness, people with disabilities, incarcerated populations, communities recovering from trauma or disaster, and military service members and veterans.
- This project directly relates to and serves residents of the state of Rhode Island.
- Project incorporates active, two way, and meaningful engagement with the participants.



Evaluation criteria.

Feasibility/Likelihood of Success (25%)

- The application clearly states:
 - what will be done.
 - when and where things will take place.
 - why the project should be supported with public funds.
 - how the applicant will go about organizing, managing and evaluating the project.
- Budgets are clear, detailed, and accurate; the planned allocation of funds supports project goals.
- There is evidence that what is proposed is achievable by the applicant, on their own or in partnership with others. In the absence of past experience, information is provided that helps make a convincing case that this project will succeed.
- The applicant has a clear sense of what success of the project looks like for them, and communicates what steps they need to take to achieve that success.



Evaluation criteria.

Artistic Vibrancy and Intention (25%)

- Demonstrates ability to provide an excellent and intentional experience for the participants.
- The artist/s or culture-bearer/s involved can provide relevant and respectful engagement with the identified community.
- Project directly supports creation of art by, for, and with/of a specific community.
- Project provides opportunities to participate in art and cultural experiences that are either not available or currently difficult to access for the identified audience.



Questions so far?



Let's walk through the application!



Grant support and other opportunities.

- Drop-in hours.
- One-on-one support (limited slots left).
- Grant draft review (limited opportunities available).
- Arts Administrators of Rhode Island Facebook group.



Tips for PGO Applications.

- Read the guidelines twice.
- If you have questions about your project's eligibility, email me a summary (1st question in application).
- Start gathering your support materials NOW.
- Draft answers “off line.”
- Reference rubric in later drafting phases.
- Have someone unfamiliar with project read application with panelist rubric.



Equity and Access Workshop Series for Small, Midsize, and Volunteer-Led Organizations.

- Four free workshops between April 6 and May 4.
- Recordings available if you can't attend live - but you will still need to RSVP!
- Link is in chat, but will be send via follow-up email as well.



ISO Arts
Consulting



Contact me!

Email Todd if you have questions:

- todd.trebour@arts.ri.gov



Thank you!

