

**Deadline: February 1, 2010**



## COAHSI's 2010 ABC Grants For Arts-in-Education

ABC Partnership Development Grants provide support for arts and education partners to explore compatibility through school-based pilot programs that integrate arts and non-arts subjects within the NYS Learning Standards. This program is administered by the Council on the Arts and Humanities for Staten Island (COAHSI), and funded by the Local Capacity Building (LCB) Initiative at the Arts-in-Education Program at the New York State Council on the Arts (NYSCA). **These grants are available to all public, private, parochial or charter schools, pre-K thru 12, located in Staten Island for activities in Spring of 2010.**

The LCB Initiative is a statewide effort to provide local support for widespread participation in arts-in-education. **The applicant of record for this program will be the school** and a teaching artist and/or cultural organization. Eligible projects will involve a collaboration between at least one classroom teacher and one teaching artist.

COAHSI will award \$11,700 through this program; average grant size is \$2,000 and maximum is \$3,000. For questions, contact Arts-in-Education Program Director Kelly Kuwabara at [kkuwabara@statenilandarts.org](mailto:kkuwabara@statenilandarts.org). Please review the eligibility requirements before applying.

**ALL APPLICANTS MUST ATTEND THE APPLICATION SEMINAR AT  
5:30 ON WEDNESDAY JANUARY 13<sup>TH</sup>, 2010  
COAHSI OFFICES, 1000 RICHMOND TERRACE BLDG G**

Or contact Arts in Education Program Director Kelly Kuwabara before that date to request a meeting.

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### APPLICATION CHECKLIST

- Signed cover sheet
- Answers to Narrative Questions (maximum 4 pages, at least 11 point font)
- List of Project Team Members
- Signed budget
- Artist resume(s)
- Photos or work samples from previous arts in education projects
- 501©3 for cultural organizations and/or private/parochial schools (one copy).

The deadline is **February 1, 2010**. Applications may be dropped off BEFORE 5:00, or received in the mail by that date (this is not a postmark deadline). We strongly advise that mailed applications are sent early, and with return receipt; COAHSI cannot take responsibility for lost applications.

To: Kelly Kuwabara, AIE Program Director; Council on the Arts and Humanities for Staten Island (COAHSI), Bldg G; 1000 Richmond Terrace; Staten Island, NY 10301

**Deadline: February 1, 2010**

## **ELIGIBILITY**

### **Eligible:**

- Schools serving pre-K through 12 in Staten Island.
- Activities are school-based and will occur during the regular school day;
- They involve at least three contact sessions between the same teaching artist and group of students;
- Activities and outcomes will be collaboratively designed, planned, taught, and evaluated by the participating teacher(s), teaching artist(s), and other school and community members;
- Student learning goals will address the New York State Learning Standards for both the arts and the non-arts subjects.

### **NOT eligible:**

- Projects currently funded by or being considered by funding for NYSCA or PAE.
- Home schools;
- Stand-alone assembly programs, single performances, or one-time visits to cultural institutions;
- Projects that appear to replace the role of certified art, music, dance, or theatre teachers;
- Projects that focus on non-integrated, sequential arts education;
- Extracurricular activities that take place after the school day, in the summer, or during non-school hours;
- Programs where selected students are taken out of regular classes or are self-selected for participation;
- College-level courses, scholarships, contests, or student performing groups.

**Evaluation** - applications are reviewed by a panel of artists, educators and administrators for:

- True evidence of partnership (joint planning, reflection, and evaluation)
- How well the project integrates arts with non-arts subjects, and incorporates the NYS Learning Standards;
- Degree to which activities relate to the “big idea” of the project;
- Clarity and completeness of the proposal and budget.

**Plus Factors** - proposals may score higher if:

- This is a first time partnership;
- Artists are residents of New York State - priority for Staten Island artists and cultural organizations;
- Contact sessions are separated by enough time for reflection and refining;
- The school’s certified art, music, dance, and/or theater teachers participate in the project in addition to the non-arts teacher(s);
- Collaboratively designed professional development activities support the project;
- The school partner contributes cash or materials to the project.

### **Additional Requirements:**

- NYSCA and COAHSI must be credited on all publications and promotional materials.
- A final report of project activities and finances must be submitted. Partners are encouraged to keep a progress journal to help with evaluation and final reporting.

**Deadline: February 1, 2010**

### **NARRATIVE QUESTIONS**

**Maximum of 4 pages, minimum of 11 pt. font**

- 1) Please describe the topic or theme for the project (the “big idea”), and give an overview of what will happen in the classroom sessions. Include the grade levels and number of students.
- 2) List the art forms and non-arts subjects involved, and how the NYS learning standards will be addressed in both. Please refer to <http://www.emsc.nysed.gov/nysatl/standards.html> for the standards.
- 3) What do you want the students to know, understand or be able to do as a result of this project?
- 4) How will you measure the extent to which the students have met the learning goals? What tools will you use? (For example, pre- and post-surveys, journaling, project presentation, rubric, etc.)
- 5) Provide a brief timeline of the project activities. Include planning meetings, number of teaching artist contact sessions with students, sessions where teachers will work with students before or between teaching artist sessions, reflection meetings, and evaluation.
- 6) Describe how parents, the entire school, and other community members, will be made aware of, involved in and benefit from the project.
- 7) If you previously received funding for this project, describe what you learned from your evaluation process and what improvements you are planning to implement.
- 8) Attach a list of the Planning & Implementation Team Members from the school and the cultural side of the partnership. Include the following information for each: Name, Address, Role in Project, Position or Affiliation, E-mail, Telephone. This list can be included as a separate page. If certified dance, music, art, or theater teachers will be involved in the project, briefly describe their role.

### **SUPPORT MATERIALS:**

- Private/parochial schools and cultural partners’ 501 ©3 tax exemption letter from the IRS.
- Artist resume(s)
- Work samples from similar arts in education projects done by the artist or cultural partner

**Deadline: February 1, 2010**

## **BUDGET**

Include a simple, clear budget of program costs and income. The budget should reflect the activities and staffing described in the narrative. Don't include food costs, which are not covered.

Generally the school partner contributes some cash toward the expenses of the project. This should be listed under "Income." The more the school is able to contribute, the higher the proposal may score during panel deliberations. However if the partnership is unable to garner any financial support for this project, please explain why and describe specific efforts to find sources of income.

School contributions can sometimes take the form of in-kind contributions and can be listed below the total expenses on the budget application. (e.g., donated items or materials that would otherwise be an expense).

Sample budget categories: (you may use this form or create your own).

**Expenses:**

Teaching Artists	_____
Substitute Teachers	_____
Administrative personnel	_____
Supplies and materials	_____
<b>Total:</b>	_____

**Income:**

COAHSI Grant Request:	_____
School contribution:	_____
In-kind contributions (donated teacher time, free materials, etc)	_____
Cultural organization contribution (cash or in-kind)	_____
<b>Total:</b>	_____

**Deadline: February 1, 2010**

## **COVER SHEET**

**This sheet may be reproduced; please limit to two pages (or two sides of one page).**

**School Name:**

**Address:**

**Phone:**

**Fax:**

**Website:**

**Main Contact Person for COAHSI (with title):**

**E-mail address:**

**Check one:**     Spring 2010     Fall 2010

**Project Title:**

**Project Abstract: (Briefly summarize your project in one to three sentences.)**

### **PARTNER INFORMATION**

Provide information about your school including basic demographics and your educational philosophy.

**(continued on other side)**

**Deadline: February 1, 2010**

**PARTNER INFORMATION (continued)**

Briefly describe the cultural partner (individual or organization) and their experience with similar programs.

**Grant History:** List any partner who has been funded by NYSCA or PAE in the past.

**CERTIFICATIONS AND RELEASE:** The undersigned certifies that s/he: (1) is the principal officer of the applicant school with the authority to contract and obligate it; (2) has full knowledge of the application information presented herein, including budgetary information; (3) has read and accepted the grant guidelines and requirements; (4) Certifies that this project is not being funded by or under consideration for funding by NYSCA or PAE; (5) the partnership releases COAHSI, its employees and agents, from liability for loss or damages to status, property or materials in connection herewith.

**Name and Title:** \_\_\_\_\_

**Signature and Date:** \_\_\_\_\_