

# Arts in Education Grant

Teachers employed by K12 schools within Tuscaloosa County are eligible to apply for funding for art related projects through the Arts in Education Grant. Grant applications are made through the Arts and Humanities Council of Tuscaloosa County with funding distributed by the Community Foundation of West Alabama. **The deadline for submitting grant applications is October 1 annually for grant activities which are to be completed by May 15. If October 1 falls on a weekend, the deadline will shift to Monday or the following business day. The Arts Council's Grant Review Committee will meet and forward their recommendations to the Community Foundation of West Alabama.**

## QUESTIONS

Questions about the application process should be directed to Shannon McCue, Education Director, at [education@tuscarts.org](mailto:education@tuscarts.org) or by calling 205-758-5195, ext. 4.

## SUBMITTING YOUR GRANT APPLICATION AND FINAL REPORT

Completed grant applications and final reports may be mailed to:

Shannon McCue  
Education Director  
Arts and Humanities Council of Tuscaloosa County  
P. O. Box 1117  
Tuscaloosa, AL 35403

Or physically delivered to:

Arts Council Office, PARA Bldg.  
614 Greensboro Avenue  
Tuscaloosa, AL 35401

## PROGRAM GUIDELINES

Arts in Education grants are awarded to City, County and Private schools located within Tuscaloosa County to provide limited support for projects such as small or pilot art activities, special projects of high artistic quality, exhibits, artist residencies and theatrical, musical or dance productions or an arts component of a larger project, etc.

**The maximum grant available to a school is \$1000.** Grant applicants are not limited to art teachers; any teacher may apply.

## FUNDING

**A 1:1 Match is required to which no more than 25% of the total costs may be met by in-kind contributions.** Matching grants will not exceed \$1000. In general, half the grant funds will be paid up front with the balance paid after the project has been completed and the final evaluation report received and approved.

## FINAL REPORT

A final report should be submitted to The Arts Council within thirty days of completing the project and or by May 15. The final report should include an evaluation of the project with financial documentation, receipts, photographs, etc.

# ARTS IN EDUCATION

## GRANT APPLICATION

Complete this form in its entirety. Please type.

### APPLICANT INFORMATION

Date: \_\_\_\_\_ Amount Requested: \_\_\_\_\_

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

School Phone Number: \_\_\_\_\_ Principal: \_\_\_\_\_

Bookkeeper: \_\_\_\_\_ Phone: \_\_\_\_\_

Fed. Id. No. \_\_\_\_\_ Classified As: \_\_\_\_\_

Contact Name (Person making request): \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Project Coordinator's Name: \_\_\_\_\_

Cell \_\_\_\_\_ Email: \_\_\_\_\_

### REQUEST PROFILE:

Activity Title: \_\_\_\_\_

Project (Beginning and Ending Dates): \_\_\_\_\_

Total Students Served: \_\_\_\_\_ Teachers Served: \_\_\_\_\_ Others Served \_\_\_\_\_

Location Where Activities Will Take Place: \_\_\_\_\_

Amount Requested: \_\_\_\_\_ Financial match by Applicant: \_\_\_\_\_ In Kind: \_\_\_\_\_

Total Budget for this Activity: \_\_\_\_\_

## ACTIVITY NARRATIVE

### Project Description

Provide a concise description below (or in an attachment) of the project or activity for which funds are requested. Your narrative should address the specific needs of the project, significance of the project to students, the school and the community, project goals and objectives, the extent to which educational benefits will be generated, the potential for long-term impact within the school, school system and/or community and the extent to which professional artists are utilized.

Project Need

Provide a line item expense budget for this project including any in-kind expenses.

<b>Expense Items</b>	<b>Cash Expenses</b>	<b>In-Kind Expenses</b>
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
<b>Total Cash Expenses</b>	\$ _____	
<b>Total In-Kind Expenses</b>		\$ _____
<b>Total Expenses</b>		\$ _____
<b>Total Grant Request</b>		\$ _____

ACTIVITY PERSONNEL

Name(s) of personnel and/or artists who will be involved in the project. Describe their role(s) and qualifications.

ASSURANCES

The Applicant assures The Arts Council and The Community Foundation of West Alabama that:

1. The activities and services for which assistance is sought will be administered by or under the supervision of the applicant.
2. The filing of this application has been duly authorized by the governing body of the applicant.
3. The applicant will expend funds received as a result of this application solely for the described project, program or activity.
4. If funded, the applicant agrees to include the following statement on all materials pertaining to this program. "This program was funded in part by the Arts in Education Grant Fund."

Submission of this application signifies intention of compliance with Title VI of the Civil Rights Act of 1964, Labor standards under Section 5(1) of the National Foundation of the Arts and Humanities Act of 1965, the Rehabilitation Act of 1973, Title III of the Age Discrimination Act of 1975 and Title IX of the Education Amendments and signifies applicant to be a non-profit organization to which donations are allowable as a charitable contribution under Section 170(c) of the Internal Revenue code.

This application will not be accepted without original signatures.

*School Principal* Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

*Teacher* Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_