



**Council on
the Arts**

**Arts for Sullivan:
Statewide Community Regrants Program
for Sullivan County
2023 Application Guidelines**

**Application Deadline:
Thursday, November 30, 2022
11:59 PM EST**

Administered by Delaware Valley Arts Alliance, the Arts Council of Sullivan County
with funds provided by the New York State Council on the Arts

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Overview and Goals

OVERVIEW

In accordance with its mandate from the State Legislature to encourage participation in the grants decision-making process at the county and regional level, the New York State Council on the Arts (NYSCA) inaugurated the Statewide Community Re grant Program (formerly known as Decentralization (DEC)) in 1977 for the redistribution of public funds. This program enables selected local arts councils, county governments, or regional advisory boards to regrant state funds for arts events and cultural development in their communities.

Since 1984, Delaware Valley Arts Alliance (DVAA) has worked with NYSCA as the SCR site in Sullivan County, for the purpose of administering **Arts for Sullivan** funding to artists, art organizations, cultural and heritage groups. The **Arts for Sullivan** SCR Program is largely credited for establishing Sullivan County's cultural life as we know it today--relevant, vibrant and healthy.

DVAA's mission is to advance the arts in the region through the support and encouragement of artists, innovative programs, advocacy, and alliances with arts organizations, business, and government.

FUNDING OPPORTUNITIES

For 2023, DVAA offers funding through two grant opportunities

- **Community Arts Grants**
 - For **Arts For Sullivan**, the minimum grant is \$500 and the maximum is up to \$5,000. An organization can apply for up to three requests that, combined, do not exceed \$5,000. (This applies to the Community Arts and Individual Artists grants and not the Mini Grants.)
- **Mini Grants** **NEW FOR 2023*
 - The **Mini Grants** offer four \$500 grants and are limited to one request.

*For Individual Artist Fellowships see separate guidelines

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PROGRAM GOALS

The goals of **Arts for Sullivan** are to:

- support artists in the creation of new work, and enhance artistic visibility and impact;
- support non-profit cultural groups in providing year-round, quality programming in all areas of the county, including the recruitment of new artists and groups from underserved areas;
- promote communication and understanding between the different facets of the Sullivan County community through arts and culture, and educate community leaders on the grant process and resources available;
- and support the arts that encourage multi-disciplinary expression and collaboration with other community sectors, such as environmental and heritage groups.

The goals of **Mini Grants** are to:

- Provide access to funding through a simplified application to first-time applicants to encourage access to the arts throughout all of Sullivan County.
- available for first time applicants, with ongoing programs
- simplified application

Eligibility

Who IS eligible for funding?

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Sullivan County **non-profit cultural and artistic groups**, such as choral groups, orchestras, theaters, historical societies, libraries, heritage groups, museums, literary groups, galleries, and municipalities, may be eligible for funding.

Individual artists may apply:

- directly under this program by partnering with an eligible Sullivan County non-profit organization as a Fiscal Sponsor (See “Fiscal Sponsorship” on page 7);
- with an eligible Sullivan County community-based Arts Partner organization.

The applicant must:

- intend to produce work or present cultural programming in Sullivan County between January 1 and December 31, 2023;
- be legally located in Sullivan County and all activities must take place within Sullivan County;
- have a board of directors or volunteers who perform board functions;
- have been in existence for at-least one year and show evidence of fiscal competence;
- supply evidence of nonprofit status with **ONE** of the following documents:
 - an IRS letter
 - a receipt from the Department of State’s Office of Charities Registration
 - a charter issued by the Board of Regents of New York State
 - an authorization as an arm of local government
- conduct all activities in a way that does not discriminate on the basis of race, color, national origin, religious belief, gender, sexual identity, or disability.

Who is NOT eligible for funding?

- Organizations that have applied directly to the New York State Council on the Arts for the 2023 funding cycle.
- New York State agencies and departments, including SUNY schools.
- Public universities and colleges.
- Public, private and/or religiously affiliated primary and secondary schools.

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Funding

What CAN be funded?

- Artists' fees.
- Planning and preparation for an event.
- Materials and expendable equipment up to \$1,000.
- Equipment, including software, and training related to the creation and promotion of virtual programming.
- Marketing and publicity costs directly associated with the requested project.
- Administrative costs directly associated with the requested project.
- Supplies and materials needed for the execution of the project.
- Activities and programming of local arts and cultural organizations including both live and virtual.

What CANNOT be funded?

- Capital expenditures, permanent equipment costs, routine operating expenses, or past debts.
- Scholarships, fellowships, cash prizes, juried shows and other awards to students.
- Programs in which children are used as artists (i.e. paid a fee)
- Lobbying expenses.
- Acquisition of works of art.
- Activities that have taken place prior to the funding cycle or activities unrelated to the project.

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- Non-arts-related activities including galas, benefits, or fundraisers, including food costs and entertainment such as clowns, balloons, magicians, or bands hired as background music for an event.
- Projects for which the purpose is recreational, therapeutic, rehabilitative, or religious in nature, including at-risk and social service programs.
- Events taking place in private homes or projects not open to the general public.
- Start-up or seed funding for the establishment of a new organization.
- Requests greater than an applicant's project minus total project income.
- Creation of textbooks or classroom material.
- Activities that include a presentation of the applicant's own artistic work, even in conjunction with other artists, except where the applicant is acting as producer of the event.

Funding priorities will be given to artists and groups that:

- pay a minimum guaranteed artist fee; artist fees paid solely by a share of admissions are not acceptable though a percentage of the admission revenue may supplement the guaranteed;
- are dedicated to the development of a wide variety of culturally diverse programming throughout the year;
- support new and emerging artists, cultural organizations, and fresh and original works;
- support quality programming that enhances underserved constituents and regions of the county, including racial, cultural, and ethnic diversity, rural areas, low-income, youth, and the elderly;
- support arts that encourage multi-disciplinary expression and collaboration with other community sectors, such as environmental and heritage groups.

Funding limitations and deadlines

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- An organization can apply for up to three requests that, combined, do not exceed \$5,000.
- The minimum funding request and grant is \$500 and the maximum is up to \$5,000. The average **Arts for Sullivan** grant in 2022 was \$1,873.
- The **Mini Grants** offer four \$500 grants, \$2,000 in total.
- Final Reports will be due on or before December 1, 2023. Project extensions are available but must be approved by the grants manager.

Fiscal Sponsorship

A Fiscal Sponsor is a Sullivan County non-profit group that offers legal and tax-exempt status to artists or unincorporated groups that wish to apply for Arts in Sullivan SCR funding. The Fiscal Sponsor agrees to serve as a fiscal conduit, accepts responsibility for submitting a complete and signed grant application, and receives, records, and disburses the grant money to the artist or group. The year-end Final Report is the responsibility of the grantee.

Arts Partner

An Arts Partner is a Sullivan County non-profit group that agrees to provide support and assistance, monetary or in-kind, to the applicant group or artist. A letter of commitment from the partner organization must outline in detail the partner(s) support of the project (monetarily and otherwise) and anticipated roles and responsibilities for each partner involved. The partnership letter should be on the partner(s) letterhead and signed by the director of the partner organization. When working with an Arts Partner the applicant receives funding directly.

Submission Policy

All applications and required documents must be submitted using our online application system. Hardcopies that are received outside of this system will not be accepted and will be returned to the sender.

For technical assistance in using Submittable or uploading forms, please contact Submittable directly. For other assistance, contact our office during our normal business hours Tuesday – Saturday 10 am – 5 pm.

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Review Criteria & Process

2023 Application Cycle Timeline

- Application Opens: Mid October, 2022
- Application Deadline: Thursday, November 30, 2022 (11:59 PM EST)
- Awards Announced: February 2023
- Revised Budget Approval: February 2023
- Grant Award Showcase: May 2023

Grant applications will be evaluated based on the following criteria:

- Quality, artistic merit, and originality of the project.
 - Project provides opportunities for the development of the artists or art form involved.
 - Clearly defined objectives and the ability to reach them.
- Organizational identity, structure and management.
 - Organizational and fiscal stability.
 - Feasibility of the project, and a reasonable and appropriate budget.
 - Effective outreach and marketing plan.
- Service to the community.
 - Relevance to the community, as well as community support and accessibility.
 - Demonstrated ability and interest in reaching underserved county residents and regions.

A panel of artists, educators, business, and community members representing a range of artistic disciplines and geographic areas are chosen to review the applications.

Before the panel convening, each application is read for accuracy and completeness by DVAA Grants Manager. DVAA's Grants Manager will notify applicants of omissions or errors as well as provide support with constructing a successful grant throughout the application process.

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The DVAA Grants Manager facilitates the panel formation and discussion. Panel discussions rely on material provided in the applications, as well as knowledge of funding priorities and criteria. Panel members are solely responsible for the funding recommendations that are made.

Funding recommendations are then presented to the DVAA Board of Directors for approval.

Grant Seminars

DVAA conducts a series of free online seminars to assist organizations with the application process. **In 2023, all first-time applicants must attend a seminar** or schedule a one-on-one meeting with the Grants Manager. It is advised that all attend a seminar in order to learn about new developments in the granting process due to Covid-19 and receive assistance in honing ideas and projects. Registration is required for each seminar.

Seminars for 2023 applications will be held in-person

Tuesday, October 11, 2022

12 – 1 pm

Catskill Fly Fishing Center & Museum

1031 Old Route 17, Livingston Manor, 12758

Tuesday, October 13, 2022

4 – 5 pm

WJFF

2758 NY-52, Liberty, NY 12754

Saturday, October 15, 2022

11 am– 12 pm

Forestburgh Playhouse

39 Forestburgh Rd, Forestburgh, NY 12777

Thursday, October 27, 2022

6 – 7 pm

Zoom session:

<https://us02web.zoom.us/meeting/register/tZAKf-CprzgjGNHpX9l6vTbkIXqawkTLvxwS>

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For workshop registration, grant assistance, or further information, contact DVAA's Grants Manager, Signe Ballew, at grants@delawarevalleyartsalliance.org or (845) 252-7576. Signe is available on Tuesdays-Saturdays (10am – 5pm) or by appointment.