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## **Project Grants for Education**

Project Grants in Education (PGE) provide project-specific support to schools, nonprofit organizations, arts educators, and teaching artists to engage students in rich and meaningful artistic experiences in dedicated learning environments. Proposed grants must be experiential and focus on the exploration of art and the artistic process. The grant strives to build the capacity of local teaching artists and nonprofit organizations, while offering students high-quality artistic learning experiences. This program prioritizes projects for Pre-K-12 students.

### **Projects must:**

- Consist of a minimum of eight contact hours with the same teaching artist(s) and a distinct group of learners. These contact sessions must occur on separate days.
- Consist of in-depth, sequential, and participatory learning opportunities incorporating one or more art forms.
- Grant notifications will be sent in mid-June (tentative).
- Final report is due the July 31 following the project period.

### **Award Amount**

- Up to \$7,000 for Organizations
- Up to \$5,000 for Individuals.

### **Who can apply**

- Pre K-12 schools based in Rhode Island (public, public charter, private, alternative, special education schools, career and technical centers).
- 501(c)(3) nonprofit or fiscally sponsored organizations based in Rhode Island.
- Arts educators and teaching artists in partnership with a Rhode Island-based school.

### **Timeline**

- Grants open for applications on Feb. 1.
- Deadline is April 1 at 11:59 p.m.

- Funding period supports project occurring between July 1 and June 30, the State's Fiscal Year.
- Grant notifications will be sent in mid-June (tentative).
- Final report is due the July 31 following the project period.

## **Project Definition and Examples**

A project is defined as a discrete set of connected activities with a distinct beginning and end. Projects can be one-time events such a festival, show, or exhibition, or a series such as a roster of classes, or thematically connected concerts, productions, or arts program. However, the same organization could not apply to support its entire season of programming since that reflects that totality of the organization's programming and falls outside RISCA's definition of a project.

Project Grants in Education support Pre-K-12 In-School Projects and Community-based Learning Projects.

**Pre-K-12 In-School Projects** might include artist residencies, arts integration projects, community engagement projects, school enhancement projects, or curriculum development projects.

- **Example One:** An after-school program for students grades 9-12 to learn traditional Native American art forms. The program culminated in an exhibit that celebrated artistic expression, created visibility for Native American culture and contributed to a more inclusive school environment.
- **Example Two:** An artist-in-residence for the fall term spearheaded building a papermaking studio and implemented a paper arts curriculum at an independent high school.

**Community-based Learning Projects** might include arts learning projects that happen in summer camps, after school programs, or weekend programs.

- **Example One:** A series of art-making workshops at the Boys and Girls Club connecting teens with local artists. By participatory arts learning the teens developed relationships with the artists as role models, and honed creative/ intellectual development and decision-making skills while creating and critiquing art.
- **Example Two:** A high school for the arts hosted a community Shakespeare festival at a local park. The event was open to the public and offered an opportunity for students to share what they've been learning in their theater classes with the community.

### **Requirements for Pre-K-12 In-School Projects:**

- Applicant must be a school/district, or an individual with a partner school letter of support.

Note: If applying as an individual, the partner school letter must detail the partnering school's support of the project and outline the anticipated roles and responsibilities of all partners.

### **Requirements for Community Based Learning Projects:**

- Nonprofit organizations must be the applicant.
- Projects must occur in a dedicated learning environment with a distinct group of learners of any age.
- Individuals may not be the applicant for a PGE community-based learning project.

### **Project Value to the Community**

Core to all funded programs is a connection and value to the community being engaged with by the public, fulfilling RISCA's charge to facilitate a meaningful cultural life for all Rhode Island residents.

Per guidelines from the National Endowment for the Arts (NEA) and our agency values, programs that engage underserved communities as defined by the NEA are particularly suitable for a project grants.

[See grants awarded in the most recent grant cycle.](#)

### **Eligibility**

#### **If you are an organization\***

- This organization has a Unique Entity ID (UEI). If not, I will reach out to the RISCA program director for instructions on how to apply without a UEI.
- This project is not receiving direct funding from another RISCA grant.
- This organization is not requesting support for this project or aspects of this project through another RISCA grants program.
- This organization is not receiving General Operating Support for Organizations from RISCA.

- This program occurs in spaces that are Americans with Disabilities Act (ADA) compliant. You are ineligible for a RISCA grant *if your facility does not meet ADA standards*. See the [NEA's Accessibility: Publications, Checklists, & Resources](#) for more information.
- The funded portion of this project activity takes place in Rhode Island.
- The organization is not delinquent on any final reports from previous RISCA grants.

\* Note: You must be a nonprofit organization conducting business and be incorporated in the State of Rhode Island as a 501(c)(3) with tax exempt status from the Internal Revenue Service.

- Registered with the R.I. Secretary of State.
- If not 501(c)(3) tax exempt, a Rhode Island-based organization using a Fiscal Sponsor\*\* that fits the above requirements.
- To confirm nonprofit status with the state, visit [R.I. Secretary of State's online database](#).

### **\*\* Applying with a Fiscal Sponsor**

- If not 501(c)(3) tax exempt, a Rhode Island-based organization can apply via a Fiscal Sponsor. A Fiscal Sponsor is an organization registered with R.I.'s Secretary of State Office and can accept a grant on your behalf. The Sponsor must be financially, administratively, and programmatically responsible for all conditions of the grant.
- Organizations interested in using a Fiscal Sponsor must contact their program director prior to beginning an application for approval and to request a grant profile that links the organization to the Fiscal Sponsor.
- Nonprofit organizations acting as Fiscal Sponsors can also apply for grants for their own programs or be awardees.

When submitting a grant via a Fiscal Sponsor, a letter of agreement between the applicant and the Fiscal Sponsor must be provided. [Download the fiscal sponsorship letter template](#). Typically, a Fiscal Sponsor will charge an administrative fee ranging from 0-10 percent depending on the degree of administrative support and bookkeeping required. This fee can be factored into the budget.

### **Fiscal Sponsor Requirements**

A Fiscal Sponsor

- Must fit RISCAs definition of a nonprofit organization as stated above.
- Is responsible for signing any grant documents and ensuring that the sponsored organization follows the rules of the grant program and submits their final report.
- Cannot be a project partner in the sponsored organization’s application.

**Note:** If there is an organization that fits RISCAs definition of an eligible nonprofit involved in the project, they can function as the lead applicant.

### **If you are an individual**

You must:

- Be 18 years of age or older.
- Have lived in Rhode Island for at least one year at the time of application. This means Rhode Island is your primary residence, and is the address you use for legal forms, state income taxes, car registration, driver’s license or state issued identification, and voter registration – regardless of whether you own or rent your home. You must reside in the state for at least 183 days per year.
- Be a legal resident of the United States with a tax identification number (either Social Security number or an Individual Taxpayer Identification Number). This includes refugees, immigrants, and temporary residents. This does not include people in the country on a tourist visa.
- An experienced teaching artist, either on the [RISCA Teaching Roster](#) or with a resume and supporting materials demonstrating significant teaching experience with the population targeted in the application.
- Propose a project that pilots a new curriculum, which the individual artist hopes to replicate in other educational settings.

You are ineligible if you are:

- A current recipient of the General Operating Support for Artists grant.
- Currently enrolled in an arts degree seeking program or attending high school full time.
- Applying for support for this project or aspects of this project through another RISCAs grants program.
- A staff member or Council member of RISCAs, or an immediate family member of a staff or Council member.
- Delinquent on any final reports for previous RISCAs grants.
- Currently staff of a non-profit organization applying for funding for projects that are part of that organization’s programming. Individuals who are paid staff or

proprietors of a for-profit organization cannot apply for funding for projects that are a product or service of that organization.

## **Funding Rules and Restrictions**

- All grant awards are contingent upon the availability of funds from the Rhode Island State General Assembly and the National Endowment for the Arts (NEA).
- The maximum grant award in this category is \$5,000 for Individuals and \$7,000 for Organizations – but partial awards are common. Partial awards will be no less than 50% of the application request or \$1,000, whichever is higher.
- Grant applications are considered on a competitive basis. Award amounts may vary cycle to cycle depending on available funds, number of applications, and the panel decision-making. [For more information on our Decision-Making Process, visit our Applicant Resources web page.](#)
- If you receive a partial award, you may modify the project. Please reach out to staff to discuss project modifications at any time.
- You also have the option of declining the grant award with no penalties.
- If you receive a grant, you must credit on all marketing materials. [See Acknowledging RISCA.](#)

### **Grant funding cannot be used for the following:**

- Capital improvement projects, like the construction or renovation of buildings or major permanent equipment purchases.
- Addressing, eliminating, or reducing existing debt or for contributions to an endowment fund.
- Development or fundraising, such as social events or benefits or any fundraising expenses.
- Entertainment and hospitality, including expenses for activities such as receptions, parties, galas, etc. Specific costs that have a core programmatic purpose and are included in your budget may be allowable.
- Prizes and awards for an event, person, and/or organization.
- Regranting the funds to other artists or organizations through an application or award process.
- Activities that are associated with a graduate or undergraduate degree program or for which academic credit is received.
- Applications for projects that proselytize or promote religious activities, or which take place as part of a religious service.

- Programming, performances, and exhibitions unavailable and/or inaccessible to the public. This includes programming that occurs in a space that does not comply with the Americans with Disabilities Act.
- Expenses incurred or activity happening outside of the award period.

## **Accommodations and Access Policy**

It is the policy of RISCA that no qualified individual, on the basis of disability, shall be excluded from participation in or denied the benefits of services, programs, or activities of the agency or the agency's grantees, or be subjected to discrimination.

For questions on accommodations, contact Seamus Hames, Arts Education Program Director and 504 Accessibility Coordinator, at 401-222-6994 or [seamus.hames@arts.ri.gov](mailto:seamus.hames@arts.ri.gov).

## **How to Apply**

RISCA only accepts applications through the online grant system Foundant. Please note there are two different grant portals. One for individual artists and one for organizations. If you have questions about whether you or an organization already has a profile in the system or if you have questions about logging in, please contact one of the program directors: [Staff Directory | RISCA](#).

**To log in or set up an applicant profile:** [Online Grant Application Portal for Organizations](#)

## **Application**

**Section 1: For RISCA staff** to determine if the applicant meets the eligibility requirements to move to panel review. Includes an eligibility checklist and required uploads.

**Section 2: For Panel** to learn about the project and to review and score it based on the evaluation criteria. There are three parts.

- **Logistics** - simple questions, check boxes and uploads about the who, what, where, and when of the project. Includes project timeline and budget uploads.
- **Artistic Vibrancy and Impact** - three short narrative questions to explain how the art is central to the project, how this artist and/or art will provide

a positive impact as measured by the indicated metrics, and how this project will provide access to the identified participants/audiences.

- **Program specific** narrative question(s) and testimonial upload to demonstrate how this project aligns with the specific grant program. For Project Grants in Education, describe the learning plan for the distinct group of learners totaling a minimum of 8 hours, and what National Core Arts Anchor Standards will be focused on.

## **Evaluation Criteria**

Panel reviewers will use the following criteria to evaluate and recommend applications for funding.

### **Logistics**

- The application clearly states what will be done by whom, when and where things will take place, and how this project will happen both logistically and financially.
- The applicant indicates relevant metrics to measure their progress.

### **Artistic Vibrancy and Impact**

- Art is central to this project.
- The artist/artists will provide a positive and purposeful experience for the participants.
- This project provides access or engages underserved communities as identified by the NEA. Refer to the target populations the applicant identified under "Logistics."

### **Education**

- The application describes the learning plan for the distinct group of learners totaling a minimum of 8 hours.
- The application clearly states what National Core Arts Anchor Standards will be focused on.

Per NEA enabling legislation, the NEA requires that state arts agencies include artistic merit and artistic excellence in their evaluative criteria. However, the NEA allows state arts agencies to define artistic merit and excellence for themselves and in conversation with their communities. For this grant program, artistic merit and artistic excellence is defined as “Artistic Vibrancy and Impact.”



## Support Materials

### For Staff review: Required Documentation for Determining Applicant Eligibility

- Unique Entity Identifier (UEI) (Organizations Only). The UEI, a 12-character Unique Entity Identifier (UEI) assigned by the federal System for Awards Management (SAM), must be submitted by any entity receiving federal funds. [Learn how to get a UEI for your organization by clicking here](#). If you don't have a UEI by the application deadline, email the Organizations Program Director prior to the grant deadline.
- If you are using a Fiscal Sponsor, you need your Fiscal Sponsor's 501(c)(3) Determination Letter, UEI, recent 990, and Fiscal Sponsor letter. Use the [Fiscal Sponsor Template](#) for your letter.

### For Panel Review: Required Documents and Support Materials for Project Evaluation

- [Project Budget](#) (Required to use the RISCA Organization Budget Template)
- Bio/CV/Resume of artist(s) involved.
- Artistic Work Samples: Up to three work samples, showing how the artist(s) or culture-bearer(s) involved in the project that have experience relevant to this project.
  - This may include images, video, audio, and/or writing. Pieces of art include but are not limited to a short film; a graphic novel; a dance; a painting; a piece of jewelry; a song; a sculpture; a performance in a public place; a poem; a class/lesson/workshop you taught or work of your students; or a quilt.
  - You may submit a maximum of 10 images; and 10 minutes of video; and 10 minutes of audio; and up to 20 pages of writing.
  - Note: You must upload support materials to a Google Drive folder, open to everyone with the link or link and password.
- Work Sample List. Describe each work sample in 1-3 sentences of context about why you feel these work samples, show the artist(s) involved in the project have experience relevant to this project.

- Testimonial. This can be quotes, a short testimonial, or some other statement from a person or people who has experience with this program, organization, or the artist(s).

## [Frequently Asked Questions](#)

### Glossary

**Community Based Learning Project:** An art-learning project for a distinct group of learners facilitated as a partnership with a school and an arts and culture organization that extends beyond the regular school day.

**Dedicated Learning Environment:** The physical space where the project will occur, typically a PreK-12 school building or arts and culture organization. Technical settings and space for distance learning activities is considered a dedicated learning environment.

**Distinct Group of Learners:** A pre-identified cohort of student participants of any age that remains stable throughout the duration of the arts learning project.

**Economically Disadvantaged:** “means a pupil who has been determined eligible for free or reduced-price meals as determined under the Richard B. Russell national school lunch act, 42 USC 1751 to 1769j; who is in a household receiving supplemental nutrition assistance program or temporary assistance for needy families’ assistance; or who is homeless, migrant, or in foster care, as reported to the center.” *from Federal Department of Education.*

**Nonprofit Organization:** Is 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. **Participatory:** Arts learning projects must be experiential and focus on the exploration of art and the artistic process. This means the learners should be participating in the art making, not observing a presentation of the art form by the teaching artist.

**Rhode Island residency:** Have been domiciled in Rhode Island for at least one year at the time of application. This means Rhode Island is your primary residence, and is the address you use for legal forms, state income taxes, car registration, driver’s license or state issued identification, and voter registration - regardless of whether you own or rent your home. You must reside in the state for at least 183 days per year.

**Teaching Artist:** As defined by the Kennedy Center, teaching artists:

- Exist at the intersection of the arts and education.
- Demonstrate a depth of knowledge in their art form.

- Are engaged in sustained creative exploration.
- Teach in, through and about the arts.
- Work in a variety of environments that serve the needs of local communities.

Note: One important distinction is that teaching artists do not serve to replace school certified arts educators. We believe teaching artists can serve as valuable resources and partners to our teachers.