

Cultural Collaborations Excursion Grant

A program of the Alaska State Council on the Arts | Guidelines and Application

Grant Guidelines Overview

- Cultural Collaborations Project Grants are a program of the Alaska State Council on the Arts, with funding support from Rasmuson Foundation.
- Excursion Grant Funds are to be used for transportation and/or admission fees for K-12 students visiting definable arts and cultural venues (museums, culture centers, theaters, galleries, etc.) or to attend activities and events (performances, exhibits, readings, etc.) in Alaska.
- Any public or private nonprofit school may apply for and receive funds to support one or more activities scheduled during the school year. A school may apply for multiple excursions, including multiple classrooms/groups of students, but all excursions for which a school applies in a given school year must be included in a single application.
- Title 1 Schools may apply for up to \$1,000; non-Title 1 schools are limited to \$600. The requested amount should be based on the anticipated transportation and/or student admission costs to one or more excursion.

Grant Selection Criteria

- Artistic quality and/or cultural value of the proposed project
- Quality of the arts learning experience for the students involved; pre and post excursion activities that enhance the experience for the students
- Degree to which the project enhances the district's written arts curriculum or the Department of Education and Early Development (DEED) Alaska Arts Standards. Alaska Arts Standards available at <https://education.alaska.gov/standards/arts>.
- Completion of previous grant award requirements
- Complete and signed grant application forms.

Other Requirements

- Cultural Collaboration Excursion Grants are not exclusive of applications for funding through the other Cultural Collaborations grant programs (Access, Project), nor of any other arts education grant program operated by the Alaska State Council on the Arts. There may be conditions on application to multiple grant programs; contact the Alaska State Council on the Arts for guidance if you plan to apply in multiple grant categories.
- Grant recipients must submit a final report that includes a description of what students saw/and experienced, how many students participated, the students reactions and perceived outcomes and how the grant funds are spent.
- Grant payments will be made after a signed grant award agreement has been returned by the award recipient, to the Alaska State Council on the Arts.

Grant Deadlines

Excursion Grant applications must be submitted to the Alaska State Council on the Arts at least 30 days prior to the planned activity. Applications are generally reviewed and award determinations made no longer than 10 days following the receipt of application.

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How to Apply

Submit a completed application as early as July 1, in any given fiscal year (July 1-June 30), or no later than 30 days prior to the start of the planned activity. Applications may be submitted by mail, in person, or via email to:

Alaska State Council on the Arts
Attn: AIE Program, Excursion Grant
161 Klevin Street, Suite 102
Anchorage, AK 99508

-or-

Via email to laura.forbes@alaska.gov.

We are unable to accept faxed applications. If you are sending your application via email, please include “Excursion Grant Application” and the name of your school in the email subject line. Applications may be either typed or hand-filled; please be sure the application text and any digital file of the application (scanned pdf materials are preferred) are legible, and compatible with a Windows-based PC. Email laura.forbes@alaska.gov or call (907) 269-6682, with questions, concerns or for technical assistance; in particular, please contact us right away if the application materials and requested submission process present a barrier to access for an eligible applicant.

A completed application includes: the Application Cover Sheet, Project Narrative and Budget forms.

The Application Cover Sheet and Budget are included in this document, on following pages.

Project Narrative

Limit your response to no more than two, attached pages, in no smaller than 11 pt. type.

- Describe the proposed activity and why it was chosen. Include numbers and ages of students and time of year for the excursion(s).
- What will the students see, experience and learn through this activity? How will this activity expose students to new ideas and art forms?
- What pre and post-activities will be conducted? How will students be prepared for the activity, and will they have opportunity to reflect and/or apply their experiences after the activity?
- To which Alaska Arts Standards do you feel these activities relate for your students? To other content areas? Alaska Arts Standards available at: <https://education.alaska.gov/standards/arts>.

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Excursion Grant Application Cover Sheet

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| School and Contact Information |
| School Name: |
| Identify whether this application is submitted on behalf of a public school, or a private nonprofit school: |
| Is this a Title One School? Please respond, yes or no: |
| Grant Contact Name: |
| School Principal/Leader Name: |
| School Mailing Address: |
| City, State, Zip Code: |

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|--------------------------------|---|
| *Federal Tax ID#: | *DUNS#: |
| Grant Contact Email: | Contact Phone: |
| School Principal/Leader Email: | School Phone: |
| Grant Request Amount: | Anticipated # of Participating Students: |
| # of Participating Teachers: | # of Participating Other Adults/Children: |

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| May we add you to our e-news list? Please respond, yes or no: |
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*Alaska Public Schools should include the School District or Regional Attendance Area Federal Tax ID# and DUNS# on this application.

Excursion Grant Application Certification

By signing this grant application, I certify that the information contained in this application, including attachments, is true and correct to the best of my knowledge. I am authorized to legally obligate the grant applicant.

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| Certification |
| Signature of Authorizing Official: |
| Date of Signature: |
| Printed Name and Title: |
| If not previously provided, email and phone contact: |

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Excursion Grant Budget Form

Provide the following information for each excursion grant activity. Copy and use additional pages, if necessary. Once complete, be sure the total costs listed here, are equal to or more than the total Grant Request Amount listed on the Excursion Grant Application Cover page.

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| 1st Proposed Excursion destination, activity, estimated transportation and admission cost(s). |
| Destination and Activity: |
| Type of travel (identify if excursion travel will be by bus, van, ferry, air, or other): |

| | | |
|--------------------------|----------------------|-----------------------|
| Estimated # of Students: | Grade Level(s): | Estimated# of Adults: |
| Admission Cost: | Transportation Cost: | Total Cost: |

| |
|---|
| 2nd Proposed Excursion destination, activity, estimated transportation and admission cost(s). |
| Destination and Activity: |
| Type of travel (identify if excursion travel will be by bus, van, ferry, air, or other): |

| | | |
|--------------------------|----------------------|-----------------------|
| Estimated # of Students: | Grade Level(s): | Estimated# of Adults: |
| Admission Cost: | Transportation Cost: | Total Cost: |

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|---|
| 3rd Proposed Excursion destination, activity, estimated transportation and admission cost(s). |
| Destination and Activity: |
| Type of travel (identify if excursion travel will be by bus, van, ferry, air, or other): |

| | | |
|--------------------------|----------------------|-----------------------|
| Estimated # of Students: | Grade Level(s): | Estimated# of Adults: |
| Admission Cost: | Transportation Cost: | Total Cost: |

Total Admission Cost (for all planned excursions):

Total Transportation Cost (for all planned excursions):

Total Costs (for all planned excursions):