

## **Grant Program – Arts Enrichment Programs for Youth APPLICATION TWO**

The Alexandria Department of Recreation, Parks and Cultural Activities' Office of the Arts is collaborating with the Recreation Services Division to create a new Grant Program – Arts Enrichment Program for Youth (AEPY) which is funded by the American Rescue Fund Program for Alexandria. The AEPY program will provide funding to nonprofit and teaching artists to develop high quality out-of-school time arts programs which could be Science, Technology, Art, and Math (STEAM); visual arts; musical performance; cultural both traditional and nontraditional arts; and other creative project to be held in the City's Recreation Centers.

The Arts Enrichment Program for Youth should:

- Take place in one of the dedicated neighborhood recreation centers which are inspiring, welcoming spaces for all youth who want to participate and affirm the value of arts and artists.
- Focus on hands-on skill building using art supplies/materials.
- The culmination of the residency could result in a public event with audiences showcasing the work the youth have accomplished.
- To involve youth in the implementation of the program.
- The AEPY programs should be held twice a week for 2 hours, for 6 weeks. Other dates may be considered such as Teacher Workdays, or Holiday breaks between September 2, 2024, and December 15, 2024.

**Applications will be live via SurveyMonkey on July 15, 2024. Grant webinar will be held July 16, 12 p.m. Completed applications are due by 5 p.m. on Friday, August 16, 2024.** Funding decisions will be announced by August 23, 2024.

Please submit only ONE application per location. Applications must be submitted online through SurveyMonkey. Arts programs, projects and activities previously awarded by the City through other City grant programs are NOT eligible.

**Please note you are NOT able to save this application or edit it once submitted.**

Please only submit a completed application. If you have any questions about the Arts Enrichment Programs for Youth or the grant application, please email Office of the Arts staff at [arts@alexandriava.gov](mailto:arts@alexandriava.gov).

### **Arts Enrichment Program for Youth Grant Cycle:**

Programs occur September 2-December 15, 2024:

July 15	Begin solicitations for applications.
July 16	12 p.m. Grant webinar
August 16	Grant Deadline 5 p.m.
August 23	Awards Announced
December 15	All programs end, all Final Reports are due.

**Eligibility:**

To be eligible for the Grant Program – Arts Enrichment Program for Youth, art nonprofit organizations or teaching artists are required to:

- Applications are accepted from 501 (c) 3 nonprofit organization who are in good standing with the IRS; fiscal agents and pass-through funding WILL NOT be permitted.
- Must NOT have defaulted on any past grant applications.
- Must be in good standing with the City of Alexandria, VA.
- Must have their IRS letter of determination for at least one year before applying and must stay in existence during the grant period.
- Applications are also accepted by teaching artists who have demonstrated experience with working with youth and are eligible to work in the Commonwealth of Virginia.
- Nonprofit organizations or teaching artists should have previous experience with working with youth 5 – 12 years of age groups in flexible environments.
- Arts Enrichment programs for Youth need to engage youth in the Alexandria Recreation, Parks, and Cultural Activities out-of-school arts programs which may also include Teacher Workdays or Holiday breaks. See chart below for specific locations and residency programming options.
- Presentation of concerts and performances are NOT eligible, as the intention for the AEPY program is to engage youth with interactive programming.
- Arts programs, projects and activities previously awarded by the City by other City grant programs are NOT eligible.
- Follow all local, state, and federal laws; and,
- Employees of the City of Alexandria and members of the Alexandria Commission for the Arts and their immediate family members are NOT eligible to apply.

**Recreation Centers:** The Alexandria Department of Recreation, Parks and Cultural Activities' out-of-school times are from 3:30 p.m.-5:30 p.m. Teacher Workdays and Holiday breaks may be included in the application. The applicant should consider attending one recreation center twice a week for 2 hours for a total of 6 weeks.

Applicants will provide their preferences (1st, 2nd, and 3rd) per age group, and per location.

The preapproved locations are:

- Charles Barrett, 1115 Martha Custis Drive, Alexandria, VA 22302
- Douglas MacArthur, 1101 Janneys Lane, Alexandria, VA 22302
- John Adams, 5651 Rayburn Avenue, Alexandria, VA 22311
- Mount Vernon, 2701 Commonwealth Avenue, Alexandria, VA 22305
- William Ramsay Recreation Center, 5750 Sanger Avenue, Alexandria, VA 22311
- Charles Houston, 901 Wythe Street, Alexandria, VA 22314

The age groups per location are:

Group 1 = K – 1<sup>st</sup> grade (5 – 6-year-olds)

Group 2 = 2<sup>nd</sup> – 3<sup>rd</sup> grade (7 – 8-year-olds)

Group 3 = 4<sup>th</sup> – 5<sup>th</sup> grade (9 – 11-year-olds)

**Evaluation Criteria:**

Applicants need to demonstrate:

- Artistic Excellence (45%).
- Artistic Merit which is represented by: Impact and Engagement (35%); and Management and Budget (20%).

Additionally, applications will be reviewed and evaluated on its own merit based on the following criteria:

- is fully eligible to apply and receive the funds.
- intends to remain in operation to receive the funds and utilize funds as indicated.
- and is in good standing with the City of Alexandria.

**Grant Awards:**

Grants will be awarded up to \$5,000 per location, limit two locations. If you wish to have two locations a separate application needs to be submitted for each location.

**Grant Program – Arts Enrichment Programs for Youth**

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**Applicant Profile:**

- 1.\* Nonprofit Organization/Teaching Artist Name:
- 2.\* Address: (as noted on the IRS Form 990 for organizations, 1040 for individuals)
- 3.\* Contact Person for this grant:
- 4.\* Title for Contact:
- 5.\* Contact Email Address:
- 6.\* Telephone (Day):
- 7.\* Telephone (Evening):
- 8.\* Nonprofit Organization/Teaching Artist Website:
- 9.\* Arts Enrichment Program for Youth – Start Date (after September 2, 2024)

Date

MM/DD/YYYY

10.\* Arts Enrichment Program for Youth – End Date (no later than December 15, 2024)

Date

MM/DD/YYYY

11.\* Number of Artist(s) hired/engaged:

12.\* Number of program engagements:

13.\* Number of arts programming hours:

14.\* Number of participating youth:

15.\* Number of audience members:

16.\* Program Name (250-character limit):

17.\* Amount Requested (may request up to \$5,000 per location). A separate application should be submitted for each location. Limit to two locations. (ONLY numbers, NO symbols, periods, or commas):

18.\* Total Arts Program Budget (ONLY numbers, NO symbols, periods, or commas):

19.\* Please submit a detailed project budget noting specifically what expenses will be funded by this request and describe how the funds will be used. The Arts Enrichment Program for Youth budget should include artists' preparation time, in-person/contact time with youth (twice a week for 2 hours each time for a total of 6 weeks) and art supplies, if any.

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20.\* What Recreation Center location(s) do you wish to hold your Arts Enrichment Programs for Youth arts project or activities? Please select one location per Arts Enrichment Program for Youth residency. List your first, second and third preferences:

- John Adams, 5651 Rayburn Avenue, Alexandria, VA 22311
- Charles Barrett, 1115 Martha Custis Drive, Alexandria, VA 22302
- Charles Houston, 901 Wythe Street, Alexandria, VA 22314
- Douglas MacArthur, 1101 Janneys Lane, Alexandria, VA 22302
- Mount Vernon, 2701 Commonwealth Avenue, Alexandria, VA 22305
- William Ramsay Recreation Center, 5750 Sanger Avenue, Alexandria, VA 22311

First Choice:

Second Choice:

Third Choice:

21.\* What is your preference for the age group you wish to work with for the AEPY Residency? List your first, second and third preferences:

- Group 1 = K – 1<sup>st</sup> grade (5 - 6-year-olds)
- Group 2 = 2<sup>nd</sup> – 3<sup>rd</sup> grade (7 - 8-year-olds)
- Group 3 = 4<sup>th</sup> - 5<sup>th</sup> grade (9 – 11-year-olds)

First Choice:

Second Choice:

Third Choice:

## **Grant Program – Arts Enrichment Programs for Youth**

### **APPLICATION TWO**

#### **Organizational Impacts:**

22.\* How does this Arts Enrichment Program for Youth arts project help to fulfill your organization's mission? If you are a Teaching Artist, why do you wish to participate in the Arts Enrichment Program for Youth? (5000-word limit)

## **Grant Program – Arts Enrichment Programs for Youth**

### **APPLICATION TWO**

#### **Artistic Content:**

23.\* What type of Arts Enrichment Program are you proposing to provide? Please check only one. If more than one genre, list as other creative project and describe:

Cultural Heritage - both traditional and nontraditional arts

Dance/Movement

Music

STEAM: Science, Technology, Engineering, Art, and Math

Theatre

Visual Arts

Other Creative Project (please specify)

24.\* Please describe, in detail, your Arts Enrichment Program for Youth project and its expected community impact. (5000-word limit)

25.\* Who are your collaborators for the Arts Enrichment Program for Youth project? Describe their roles and responsibilities and how they will advance this arts project. (5000-word limit)

26.\* Alexandria City Council issued the ALL-Alexandria resolution acknowledging Alexandria's history; recognizing the need for and importance of community involvement to identify, develop, and implement policies in the pursuit of equitable

outcomes; and resolving to adopt practices and policies centered on creating and ensuring racial and social equity. ([Link to City Resolution 2974](#)).

How does this Arts Enrichment Program for Youth Program align with the City's Race and Social Equity policy. Please explain. (5000-word limit)

- 27.\* Attach the organization's letter of determination for the non-profit status as a 501 © 3 organization. If a teaching artist upload the attached to your computer, sign, save to your computer, upload here, then go to question 28.

 No file chosen

- 28.\* Teaching Artist, attach a one or two-page resume highlighting similar teaching artist experience. If a nonprofit organization, upload the attached to your computer, sign, save to your computer, upload here, then go to question 29.

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- 29.\* Provide a list of Key Personnel who are involved with implementing this arts program with Bios. Include bios and/or background information of artist(s) and arts organizations who are involved with the arts project. If teaching an artist, share information for additional personnel who will assist you with the art project.

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- 30.\* List three professional recommendations. Provide name, title, organization, telephone number, email address, and state why selected as a professional recommendation.

- 31.\* Download the location agreement to your computer. Review, complete, and sign the location agreement. Save your computer. Once completed, upload an Executed Copy of the Location Agreement.

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### **Certification:**

- 32.\* I hereby certify that, to the best of my knowledge, all information in this application is complete and accurate. Yes No
- 33.\* I agree with the Terms of the Use of the Grant - Arts Enrichment Programs for Youth grant funds. Yes No

(\* ) = Required Questions