

2009 / 2010 ARTSS ENGAGE! GRANT APPLICATION

**THE COUNTY OF LACKAWANNA
CHILDREN AND YOUTH SERVICES
IN PARTNERSHIP WITH
THE LACKAWANNA COUNTY DEPARTMENT OF ARTS & CULTURE**

Release Date:	March 20, 2009
Information Session:	April 6, 2009 at 9:00 a.m.
Deadline for Proposal Submission:	May 1, 2009 at 4:00 p.m.
Evaluation Process:	May 8 through June 1, 2009
Award Ceremony:	To Be Announced
Contract Effective Date:	July 1, 2009
Contract End Date:	June 30, 2010

Send applications via e-mail, fax, mail or hand delivered to:
Chris Calvey, ARTSS Engage! Coordinator
Electric City Trolley Museum
300 Cliff St.
Scranton, PA 18503
Fax: 570-963-6447
E-mail: ARTSengage@gmail.com

TABLE OF CONTENTS

A.	Overview and Purpose of Grant	3
B.	Eligible Applicants	3
C.	Funding Availability	3
D.	Program Guidelines	3
E.	Outcomes	4
F.	Schedule	4
G.	Review Process	5
H.	Contact Persons	5
I.	Proposal Submissions	6
J.	Application Cover Sheet	7

A. OVERVIEW AND PURPOSE OF GRANT

The goal of ARTSS Engage! is to provide instruction, support and mentorship to at-risk children by utilizing local arts organizations, professional artists, volunteers, peer mentors, and staff of LCCYS and the Department of Arts & Culture. The objectives of ARTSS Engage! are to help children develop resiliency, positive social skills and artistic skills. Immediate outcomes include improvement in communication skills, conflict management skills, and artistic and creative skills. Intermediate objectives include improved attitude toward school, adults and personal future; increased positive peer association; increased interest in healthy activities; reduced truancy and increased family attachment.

B. ELIGIBLE APPLICANTS

Eligible applicants include schools, universities, units of government, and private, nonprofit, 501(c)3 corporations or organizations that do not have non-profit status but can demonstrate the ability to carry out programs. Collaborative entities and coalitions will also be considered for funding.

C. FUNDING AVAILABILITY

Applicants may apply for up to \$35,000. Grant funds will be distributed quarterly beginning with an “inception” payment at the awards ceremony in June. LCCYS will then be billed quarterly by the grant recipients.

D. PROGRAM GUIDELINES

Proposed programs should be for children and adolescents in K-12. Programs may be after school, weekend, summer, continuous monthly or a combination of several of these. Programs must demonstrate sustainability, provide high quality arts instruction in any discipline or several disciplines, and help reach LCCYS outcomes including fostering positive adult and peer relationships for children in the program. Grant award recipients will be expected to work with LCCYS case workers and the staff of ARTSS Engage! They may also be asked to attend periodic training or discussion groups.

E. OUTCOMES

ARTSS Engage! is intended to foster pro-social skills in children and adolescents through arts programming. Outcomes include:

- Increased interactions with positive peer associations
- Increased positive associations with adults
- Increased community involvement
- Increased skills in artistic disciplines and arts appreciation

At the core of this program is the interaction of LCCYS staff, the ARTSS Engage! coordinator and the organizations. On-going dialogue and evaluation will occur to measure these outcomes.

F. GRANT SCHEDULE

The following schedule lists the timeline for the ARTSS Engage! Grant. LCCYS and the Department of Arts & Culture reserve the right to alter or update the schedule.

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Informational Session:

Monday, April 6
9:00-10:00 a.m.

The Electric City Trolley Museum
300 Cliff St.
Scranton, PA 18503

(on the property of Steamtown National Historic Site)

Please call 570-963-6590x106 to register or respond to Chris Calvey
@ARTSengage@gmail.com

G. REVIEW PROCESS

Proposals will be reviewed by a panel of experts in October. Grants will be scored using the following criteria:

- Artistic Quality and Creativity of Project 25 points
 - ❖ Does the program provide a high-quality ARTS experience?
 - ❖ Does the program allow for experiential (hands-on) ARTS learning for children and adolescents of all abilities?
 - ❖ Does the program have a fresh, creative way of engaging children in the ARTS?

- Community Impact 25 points
 - ❖ Are there plans to involve other community organizations, volunteers or mentors?
 - ❖ Will the children's families be involved?
 - ❖ Will the children and families have an opportunity to learn about other programs at your site or other sites in the community?

- Ability to Implement Project 25 points
 - ❖ Do the resources match the scope of the project?
 - ❖ Has your organization successfully carried out similar projects?
 - ❖ Is the budget realistic and, if not fully funded, will you be able to adapt the program?

- Sustainability of Program 25 points
 - ❖ Is the program cost effective?
 - ❖ Does the program have a long-term vision?
 - ❖ Is your organization committed toward supporting this program?

Awards will be based on program budget and scoring results.

H. Contact Persons:

For questions about grant submissions:
Chris Calvey, ARTSS Engage! Coordinator
570-963-6590 x106
ARTSengage@gmail.com

For questions about the mission of LCCYS:
William Browning, Executive Director of Children & Youth Services
570-963-6781 or browningw@lackawannacounty.org

Kerry Holmes, Court and Community Services Director
570-963-6781 or kimmickk@lackawannacounty.org

For questions about the Lackawanna ARTS & Culture Department partnership with LCCYS:
Maureen McGuigan, Deputy Director of ARTS and Culture
570-963-6590 x102 or mcguiganm@lackawannacounty.org

I. PROPOSAL SUBMISSION INSTRUCTIONS:

Please fill out the applicant cover sheet and submit it with a detailed proposal that answers the following six questions. Proposals should be no more than six pages (excluding additional resumes and budget sheets). Proposals may be double or single spaced but please no fonts below 10 pts.

1. Describe the program you are proposing. Please be as detailed as possible.
 - Artistic discipline or disciplines focused on in the program.
 - Number of children targeted and age group(s).
 - Timeline and length of program including days and times, if known.
 - Where will the activities take place (may include field trips).
 - List teaching artists, instructors or mentors involved in the program or whom you plan to involve.
 - List any community partners and their role in the program. Please provide letters from the community partners.
2. Have you successfully carried out previous youth ARTS programs? If yes, please describe.
3. Please describe any significant community partnerships that you have been involved in. What were some of the strengths and challenges you discovered? If you have ever collaborated with any government agencies, please describe.
4. Please provide a resume or biography of the staff that will be involved in your proposed project including any artist teachers if already selected to work in program.
5. Will your organization allocate funds, both cash and in-kind, to this program or do you have additional funders or plans for additional fundraising? If your request is not fully funded, will you be able to carry out an adapted program? Please explain.
6. Please provide your organization's yearly budget and an estimated budget for your program. Please keep administration/overhead costs to 15% of the program budget. Equipment costs are allowed but should be reasonable within the scope of the budget and program. Program budget must include an estimated cost per child. After determining the total amount of the project, divide by the total number of children that you are planning to serve.

Applications may be sent via e-mail, fax, mail or hand delivered to:

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Electric City Trolley Museum

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Scranton, PA 18503

Fax: 570-963-6447

E-mail: ARTSengage@gmail.com

**Lackawanna County
Children & Youth Services and Department of ARTS & Culture
ARTSS Engage! Grant
2009 - 2010 Application Cover Sheet**

Please Type.

Name of Organization:

Federal ID:

Contact Name:

Title:

Mailing Address:

City:

State: PA

Zip:

Phone:

Alternate Phone:

E-mail:

Website:

Name of Program and Brief Description: (20 - 40 words):

Total Organizational Budget:

Amount Requested:

Name

Signature

Title

Date

Please note if e-mailing your application, an e-mail sent from the Executive Director or Project Director will serve as a signature.