



FY18 Arts Build Communities Grant Guidelines

For projects occurring between January 1, 2018 – December 31, 2018

Deadline: 5:00 pm, Monday October 2, 2017

NEW: Applications must be submitted as a Fillable PDF
by e-mail to oregon.artscomm@oregon.gov

Application Deadline – 5:00 pm, Monday, October 2, 2017.

NEW! Completed applications must be submitted through a fillable PDF and delivered to the Arts Commission by e-mail to oregon.artscomm@oregon.gov. Applications received after the deadline will not be reviewed. The OAC recommends that you plan to submit the application at least 24 hours prior to the deadline. Please do not wait until the last minute to submit applications.

Vision

The Oregon Arts Commission envisions a future where communities celebrate creative expression, artists and arts organizations thrive through robust public support, the arts are recognized as an essential economic driver and Oregon is recognized as a leader for equity and inclusion in the arts.

Mission

To enhance the quality of life for all Oregonians through the arts by stimulating creativity, leadership and economic vitality.

Strategic Plan

The Arts Commission recently completed a strategic plan that will guide the agency over the next five years. The five goals of the plan are below, the complete version of plan is available on our website [www.oregonartscommission.org/booklets/Oregon Arts Commission Plan Booklet](http://www.oregonartscommission.org/booklets/Oregon_Arts_Commission_Plan_Booklet)

- Make the programs of the Oregon Arts Commission accessible to artists and arts organizations to enhance the quality of life for all Oregonians.
- To advance the essential role that the arts play in supporting the economic vitality of Oregon.
- To stimulate opportunities for Oregonians of all ages to pursue learning in and through the arts.
- To advocate and communicate the value that artists and arts organizations bring to Oregon.
- To improve the efficiency and effectiveness of the Oregon Arts Commission to better serve artists, arts organizations and client agencies.

Purpose of the Arts Build Communities Grants

The Arts Build Communities (ABC) grant program supports projects that address local underserved community need through arts-based projects. The program recognizes the role that the arts play in the broad cultural, social, educational, economic and tourism sectors of community life. Support is provided to arts and other community-based organizations to form local alliances and partnerships to strengthen communities through projects that connect the arts with local challenges, issues, needs and opportunities.

The Arts Build Communities program encourages projects from communities that are underserved by arts services and access to arts programming. Successful projects illustrate the connection between artists, local arts resources, and economic development with the goal of addressing broad community needs. Projects are encouraged that demonstrate access by underserved communities whose opportunities to experience the arts is limited by geography, ethnicity, economics or disability.

The ABC grant program fosters partnerships which strengthen arts engagement, access and involvement in communities. Successful projects demonstrate building local capacity to strengthen the arts in a community through these local partnerships.

Projects must support the integration of the arts and artists with community goals and may include new initiatives, new program development, cultural tourism and the expansion of existing arts and community development projects.

This program does not support scholarships, construction, or the purchase and renovation of facilities. However, pre-development, design fees and community planning activities are eligible to apply.

For additional examples of past successful Arts Build Communities Projects go the following page on the OAC's website: <http://www.oregonartscommission.org/impact/publications/arts-build-communities>

Grant Awards

Arts Build Communities grants generally range from \$3,000 to \$ 7,000. The maximum request amount is \$7,000. The Arts Commission has limited resources and not all eligible applicants will receive funding. The panel will review ABC applications based on the project's merits in addressing the Grant Review Criteria. The panel will recommend criteria scores and ranking for the Commission to review and act on.

Matching Requirements

Arts Build Communities grants must be matched at least dollar-for-dollar with earned and contributed income. In-kind support will be considered as long as it meets IRS standards. The most competitive projects demonstrate some cash match committed by other funders or sources. Federal dollars cannot be used to match Arts Build Communities funding.

Access Compliance

Any entity that provides services to the public must comply with the Americans with Disabilities Act. Arts organizations specifically must be familiar with section 504. The Arts Commission provides assistance to Oregon arts groups on issues of access. If you have questions, contact David

Huff, Assistant Director, david.huff@oregon.gov. TDD Assistance is available at (800) 735-2900.

Assistance

Assistance from the Arts Commission staff is available to applicants prior to the application deadline. If requested, staff is available to discuss the project prior to writing the application and to read and provide feedback to applicants no later than two weeks prior to the submission deadline. Contact Brian Wagner, Community Arts Coordinator, (503) 428-1981 or brian.wagner@oregon.gov with questions.

Appeal Process

The Oregon Arts Commission recognizes that procedural errors may occur in the application process. The Arts Commission is committed to acknowledging errors and responding to rectify the effects of an error. Appeals may not be made on the basis of an applicant's disagreement with the advisory panel's assessment of application and how it met the review criteria. Disagreement with the judgment of the panel or the amount of the award are not grounds for an appeal.

Applicants considering an appeal should contact the Arts Commission's Assistant Director 503-986-0086 or david.huff@oregon.gov for advice and guidance. Letters of appeal must be submitted to the Arts Commission's Executive Director within 30 days of the grant panel meeting. Appeals are reviewed and acted on by the Arts Commission's review committee. Appeals may result in a change of status if the applicant can satisfactorily document that the application was misrepresented or improperly reviewed through no fault of the applicant. If the appeal is supported by the Arts Commission's review committee, funds will be awarded only as available.

Risk Assessment

Prior to making awards, The Arts Commission checks all applicants against the federal active exclusion list. Organizations and individuals currently under active exclusion are not eligible to receive funds. For more information: www.SAM.gov

Application Review Process

Arts Commission staff reviews submitted applications for eligibility and application completeness. A panel of arts and community professionals read and score each eligible application before discussing each application in an open meeting process.

Panel meetings are open to the public and all applicants will receive advance notice of the meeting time and place. The panel will review ABC applications based on the project's merits in addressing the Grant Review Criteria. The panel ranks applications for the Commission who will make a final funding decision at the next Commission quarterly meeting. Applicants are notified of the Commission's decision and funding recommendation by staff following the Commission's decision.

Final Reports

The Arts Commission documents the impact of the arts in Oregon. Arts organizations receiving grants must complete a final narrative and budget report. Final financial reports must reflect the application budget as submitted or revised to the Arts Commission. Grant reports must be submitted within thirty (30) days of the completion of the grant period. All grantees are subject to periodic monitoring by the Oregon Arts Commission and must retain fiscal records for a period of three (3) years following completion of the grant period. Organizations that have been previously funded by the Arts Commission must current with reports before grant funds will be distributed.

Documentation

The Oregon Arts Commission uses electronic images for web and print-based publications. If your project is awarded funding please remember to take and save digital images of your project activities as they occur. During or after the completion of the funded project, please provide at least three high-resolution electronic images (JPG or GIF, 2 megabyte minimum). Include a list of captions (providing names of people included in the photo if possible) and photographer credits for each image.

Project Communication

The Arts Commission works to communicate grant impact by sharing stories of project activities as they unfold. Please plan to share a timeline and relevant information including public events and milestones of your project with the OAC. The Commission also welcomes status updates (dates of events and openings) that we may share through social media and newsletters.
