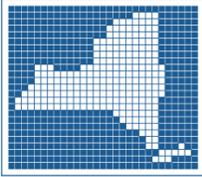


State of the Arts



NYSCA

New York State Council on the Arts
300 Park Avenue South, 10th Floor
New York, New York 10010

212-459-8800
www.arts.ny.gov

Architecture + Design

Kristin Herron, Program Director, kristin.herron@arts.ny.gov
Christine Leahy, Program Officer, christine.leahy@arts.ny.gov

Design is everywhere. From the Montauk lighthouse to Buffalo's Olmsted parks, from Manhattan's skyscrapers to Adirondack camps, from Russel Wright tableware to Tiffany jewelry, New York State boasts testaments to the importance of design in the world around us. Architecture + Design supports organizations and individuals working to further innovation and excellence in the design arts, to preserve New York State's architectural + design heritage and to encourage the development of design literacy for all New Yorkers.

The NYSCA grant program strives to make investments of public funds that serve all communities and people that comprise New York State's citizens and visitors. NYSCA strongly supports, values and encourages the sustained and concerted efforts of non-profit art, culture and heritage organizations to be inclusive and have its workforce, artists and programmatic offerings reflect New York State's diversity of people, geography and artistic interests.

Types of Support Available:

Applicants may make a total of two requests Council-wide, except in categories exempt from the two-limit request (see below). Applicants to the Architecture + Design Program may make one request.

General Support is provided for organizations whose primary mission is Architecture + Design. General Support applicants may not apply in Project Support, and are limited to one additional request Council-wide.

Project Support is provided for applicants from a variety of arts disciplines undertaking projects or programs which promote an understanding of architecture and/or design, and may be directed at a general or professional audience. Such arts and cultural programming might include: exhibitions, publications, workshops, conferences, public programs, or services to the field.

Independent Projects Support allows individuals (or a team), sponsored by a non-profit, to creatively explore, or to research an issue or problem in the fields of architecture, design and/or historic preservation which advances that field and contributes to the public's understanding of design. Independent Projects are *exempt* from the Council-wide two-request limit.

Regrants and Partnerships Support is made by invitation from the Council only, and is *exempt* from the Council-wide two-request limit.

Technical Support

The Preservation League of New York State administers two grant programs on behalf of the New York State Council on the Arts. Preserve New York provides support for historic preservation documentation projects including Historic Structures Reports, Historic Landscape Reports, and Cultural Resources Surveys. The League also manages the Technical Assistance Grants which provide support for modest projects like buildings conditions assessments and structural analyses. Contact the League for application guidelines and the deadline.

Organizations may apply both to NYSCA and Preserve New York/Technical Assistance Grants

Preservation League of New York State
44 Central Avenue
Albany, NY 12206
t: 518.462.5658
url: www.preservenys.org

Eligibility to Apply for other NYSCA Support and Exemptions from the Two-Request Limit:

Organizations applying for or receiving General Support from NYSCA may also apply for Project Support in one other program. Sponsored applicants and those funded under the following programs are exempt from the two-request limit:

Architecture and Design Program - *Independent Projects category*

Dance Program – *Rehearsal Space and Residencies category*

Electronic Media & Film Program – *Workspace, Art & Technology category*

Facilities Program - *All categories*

Folk Arts Program - *Apprenticeships category*

Folk Arts Program - *Regional and County Folk Arts Programs category*

Individual Artists Program – *All categories*

Literature Program – *Translation category*

Regional Economic Development Program – *All categories*

State and Local Partnership Program - *Decentralization category*

All Programs - *Regrants and Partnerships category*

Evaluative Criteria

Grant requests are evaluated in accordance with agency-wide criteria.

PROJECT SUPPORT

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This category offers support for projects or programs which promote an understanding of architecture and/or design, and may be directed at a general or professional audience. Such arts and cultural programming might include: exhibitions, publications, workshops, conferences, public programs, or services to the field. Projects are welcome in the fields of historic preservation, architecture, landscape architecture, graphic, fashion, industrial, and interior design.

Emerging Architecture + Design organizations may seek salary support for a senior design or historic preservation professional with whom the organization's growth and development would be advanced. Support is available for no more than three years. Please note that requests for personnel costs for site-specific restoration projects are not eligible.

Project Support grants will be awarded for minimum of \$2,500. Generally such grants are no larger than \$25,000. Project support grants may not exceed 50% of the project budget.

Eligibility Criteria:

In order to be eligible to apply for Project Support, an applicant organization must meet the following minimum criteria:

- It must be a governmental or quasi-governmental entity, a tribal organization, or duly incorporated non-profit organization, either incorporated in NY State or registered to do business in NY State, with its principal place of business located in NY State; and
 - Unless it is otherwise exempted from prequalification, the nonprofit must be prequalified to do business with NY State by the time of the NYSCA application submission deadline date. For more information about how to Register and Prequalify in the Grants Gateway, click [here](#).
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Application Instructions:

To align with New York State's Grants Gateway, the NYSCA application process has changed from years past.

Applicants will now need to submit information in **both** the NYSCA application portal and the Grants Gateway Grant Opportunity Portal

Through the [NYSCA application portal](#)*, applicants will submit:

1. Organization Profile
2. Organization Budget
3. Registration
4. Program Application

All of the above required submissions are available on the NYSCA website as fillable forms and are accessible to registered NYSCA account holders*.

Upon submitting the Program Application through the NYSCA portal, applicants will be able to view all four required documents in a single window. This information can then be saved as a pdf.

Copies of the four required documents must then be uploaded to the Grants Gateway Grant Opportunity Portal (See Below).

Through the [Grants Gateway Grant Opportunity Portal](#), applicants will also submit:

1. Project Budget
2. Work Plan
3. [Cultural Data Project NYS Funder Report](#)
4. Mandatory Support Materials (See Below)
5. Copies of the Organization Budget, Organization Profile and Program Application as submitted to the NYSCA application portal.

Failure to complete any of the requirements will deem applications ineligible. No exceptions will be made to this policy.

*New applicants can create a NYSCA account [here](#)

In the event that an applicant fails to submit one or more of the required materials, the application will not be eligible for review.

Also note that you must be prequalified before the Grant Opportunity Portal closes! Please be sure to check your status and clear up any outstanding deficiencies with your document vault before submitting your application!

Mandatory Support Materials for Project Support Request:

The following Mandatory Support Materials must be submitted by uploading into the Pre-Submission Upload menu in the Grants Gateway Grant Opportunity Portal along with the Online Application.

Acceptable file types are: Adobe Acrobat PDFs, Microsoft Word DOC or DOCX, Microsoft PowerPoint PPT or PPTX. To submit URLs, please create a Word or PDF file with a list of URLs with any notes or description. URLs cannot be password protected and must remain live until December 31, 2014. NYSCA is not responsible for any broken, inactive or password protected links.

For a more detailed description of how to submit your support materials for this application, please click [here](#) for more information.

1. *Résumés or biographical statements* of project staff/consultants, maximum of 1 page each. Upload to the Pre-Submission Upload menu of the Grants Gateway Grant Opportunity Portal application.
2. Up to 15 images or website reference, that best illustrates your project. For exhibitions this must consist of selected images of art/artifacts which will be included in the exhibition and examples of the exhibition designer's past work. Be sure to identify the images. Adobe Acrobat PDF or PowerPoint is preferred. Upload to the Pre-Submission Upload menu of the Grants Gateway Grant Opportunity Portal application.
3. Depending on the focus of your project request, please upload to the Pre-Submission-menu of the Grants Gateway Grant Opportunity Portal one other support document.

Suggestions are below:

- a) **Exhibitions:** Exhibition design layout or sample exhibition script.
- b) **Catalog/Publication:** Outline and sample text of no more than five pages.
- c) **Workshops:** Marketing materials related to this program.
- e) **Public Programs:** Marketing materials related to these programs.
- f) **Salary Support:** Job description and personnel policy
- g) **Services to the Field:** Promotional materials for this project.
- h) **Other:** One other document which supports your project.

Application Narrative Questions

Artistic/Programmatic

1. Program Summary

Describe your project, providing an overall summary and context.

2. Exhibitions (Other projects enter N/A)

What are the dates and venue(s)? What is the subject and significance of the exhibition? How is the proposed exhibition different from others on a similar topic/architect? If this is a traveling

exhibition project, please describe the schedule and any plans to revise content for additional sites.

3. Project Staff

Detail the key staff and/or consultants, as well as their qualifications, as related to this project.

4. Artists

If the project involves the work of living architects and/or designers, describe their involvement.

5. Technology

If the artistic elements of the project involves the use of technology, please discuss how this is incorporated into the project, as well as the organization's technical and staffing capacity for this use.

Managerial/Fiscal

6. Project Context

Describe why this project is a current priority for the organization. What planning and/or research has been completed to ensure the project's success?

7. Catalog/Publication (Other projects enter N/A)

If relevant, describe editorial policies, method of soliciting articles and fee schedules for contributors. Detail the publication schedule. Discuss online components. Identify current print run, sales, subscription numbers. Describe outside distributors. Where will the publication will be sold and for how much?

8. Workshops (Other projects enter N/A)

Describe the program's instructional goals. Where will the workshop be held? Detail the registration fee, scholarship options and selection process. Detail the compensation instructors will receive. How will the organization recruit and select participants? How will this program be documented and disseminated?

9. Salary Support (Other projects enter N/A)

Why is this position critical to your organization at this time? How/where will the organization recruit for this position? What are the position requirements? Will it be full- or part-time? What will the incumbent accomplish during the grant period? Who will supervise? How will the organization sustain this position?

10. Mission and Long-Range Plan

Describe how this project connects to the organization's mission and long-range or strategic plan.

11. Work Plan

Outline what the project team will be doing and when.

12. Finances

As NYSCA can only support up to 50% of a project's cost, detail how other funds will be raised. Identify sources as pending or secured. Please use the budget notes to itemize the project budget. For Salary Support requests: the project budget may only include the salary and fringe of the proposed new staff member.

Service to the Public

13. Audience

Describe the primary audience for this project and why this project is important and/or appropriate to that audience. Discuss any efforts to involve the audience in the project's development and any collaborators in these efforts. Be sure to include the projected number of participants and their cost to participate.

14. Education and Interpretation

How does this program deepen public appreciation and advance understanding of the arts? Describe any educational or interpretive components of this project, such as printed program material, lecture/demonstrations, programming for children and families, etc.

15. Marketing

Discuss how this project will be marketed, and explain how the efforts will reach the project's intended audience.

16. Evaluation

Describe primary expectations for this project and explain how it will contribute to the organization's public service. Discuss the method(s) used to measure this impact.

17. Community Context

Identify any other organizations in the area that provide similar arts and cultural activities, and tell us how their activities support, enhance or differ from the project proposed here. Describe any relevant partnerships or collaborations.