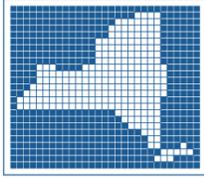


State of the Arts



NYSCA

New York State Council on the Arts
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State & Local Partnerships

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State and Local Partnerships (SLP) fosters the growth and development of arts and culture at the local level in all of the state's communities and regions. SLP provides support to Local Arts Councils, Multi-Arts Centers, and Multi-Arts Service Organizations operating at the regional, county, and local levels that advance arts and cultural initiatives and offer comprehensive arts services essential to the state's continued cultural development.

SLP also manages Decentralization (DEC), the Council's statewide regrant program. DEC provides support for community-based arts activities through a local decision-making grant process that reflects the unique character of each of the state's communities. DEC is administered through a network of local arts organizations and is available to artists and organizations in each of the state's 62 counties.

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.

Definitions

Local Arts Councils

Local arts councils provide services and programs to artists, arts organizations and the general public including local arts advocacy, regranting, arts marketing efforts, formal technical and developmental assistance programs and information services.

Multi-Arts Centers

A multi-arts center is an organization that owns or operates an accessible cultural facility and offers participatory community arts programs, presentations, and exhibitions along with a range of resources for artists and local arts organizations.

Multi-Arts Service Organizations

Multi-arts service organizations are mission-driven to provide access to professional resources, information, and developmental and/or technical services for artists and arts organizations across the range of artistic disciplines.

Goals

- Strengthen the leadership role of arts organizations within their respective communities and their efforts to encourage cultural development and increase resources available for the arts.
 - Encourage greater public participation in the arts by all segments of the state's population through support for a wide range of local, regional, and statewide programs and services responding to community cultural needs that reach the full diversity of each community served.
 - Enhance the professional capability of multi-arts organizations operating on the local level and of arts service organizations promoting arts development services regionally and/or statewide.
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Priorities

- SLP primarily supports multi-arts centers, local arts councils, and multi-arts service organizations and places a high priority on organizations that provide a balance of programming and service offerings to their community.
 - SLP focuses on issues that affect organizational stability, professionalism, and effectiveness. Priority is given to professional staff development, catalytic projects that enhance the resources and visibility of the arts, and services that support individual artists.
 - Organizations that serve as Decentralization sites.
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Eligibility

- **Local arts councils** that demonstrate a commitment to providing access to service resources and information for artists and arts organizations across artistic disciplines. Support for local arts programming is provided only where there is a documented community need for such activity that does not duplicate existing activities in a community. Local arts councils with missions that are primarily programmatic, as opposed to service-directed, may not be eligible.
- **Multi-arts centers** that are mission-driven to provide a multi-disciplinary menu of arts and cultural activities. Programs must be regularly offered in at least three of the following areas: performing arts, visual arts, media arts, and/or literary arts. (Community Music Schools, including those with some multi-arts programs, are referred to the Community Music Schools category under Music.)
- **Multi-arts service organizations** providing regional or statewide services in multiple discipline areas. Single discipline service organizations are not eligible for support by SLP and should refer, instead, to the relevant NYSCA discipline-based program.

New applicants to SLP are strongly advised to consult with SLP staff well before the deadline.

Please note that organizations applying for SLP funding may not apply to the Community-Based Learning category in the Arts Education Program.

Technical Assistance

Limited technical assistance funds are available to NYSCA grantees whose activities are appropriate to the scope of this program. These funds support fees for professional consultants and other related expenses. Assistance may be directed toward a broad range of needs, such as board development, public relations, marketing, fundraising, and long range planning.

Please consult CNY Arts, the administrator for State & Local partnership-related Technical Assistance, for information and application procedures.

CNY Arts
Elizabeth Lane, Re grants Coordinator
421 Montgomery Street, 11th Floor
Syracuse, NY 13202
Phone: 315-435-2158

Email: elane@cnyarts.org

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).

General Support is provided arts councils, multi-arts center and multi-arts service organizations whose primary mission is dedicated to fostering the community engagement and development of arts and culture at the local level. General Support applicants may not apply for project support in the same program, and are limited to one additional request Council-wide.

Organizational Capacity Building provides support for new or transitioning organizations to build sustainable capacity.

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

Services to the Field provides funding for projects that advance community-based cultural development and professional development.

Eligibility to apply for other NYSCA support:

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

Architecture + 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.

REGRANTS AND PARTNERSHIPS

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The Council may contract with nonprofit organizations to administer targeted funding and technical assistance in areas not directly funded by NYSCA Programs. These activities are carried out with funds granted through the Regrants & Partnerships category.

Application to the Regrants & Partnerships Programs category is by invitation only.

All applicants are required to obtain staff approval prior to submitting a request in this category.

This category is exempt from the Council's two-request limit. This category covers a range of services, from the administration of technical assistance funds to fees for artist appearances. Services may have either a long-term role in the arts community, or be developed to meet a short-term need. Some organizations may use a panel review process to determine regrant awards for their projects, while others may be limited primarily to assigning and accounting for

consulting services. A working knowledge of the target audience, arts discipline, and service area is essential. Organizations applying to the Council in this category must show a willingness to reach beyond their membership in providing services or regrant awards.

Administrative costs for delivery of services can vary depending on the nature, depth, and scope of the work, but should rarely exceed 15% of project costs. Organizations receiving support for regrants in this category are required to report on the distribution of funds, characterizing the demographics of the recipients.

Eligibility Criteria:

In order to be eligible to apply for Regrants and Partnerships 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.
 - Unless it is not 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](#).
 - The primary focus or mission must be in the discipline in which the organization is seeking Regrants and Partnerships support; or the organization must have significant ongoing activities or services that address the focus of the NYSCA program in which the organization is seeking support.
 - It must have ongoing services, programs, exhibitions, productions or other art and cultural activities that serve the general public and/or the arts discipline.
 - The organization makes evident a substantial commitment to arts and culture, with a prior record of accomplishment in producing or presenting cultural activities, or the organizational mission is primarily devoted to arts and culture, with a prior record of accomplishment in producing or presenting cultural activities.
 - It must demonstrate fiscal stability as indicated by such factors as a positive fund balance; an absence of substantial, recurring organizational deficits; a realistic and balanced organizational budget; diverse revenue sources; and strong internal controls.
 - The organization must employ one or more qualified, salaried administrative staff.
 - It must have a viable board of directors with officers that exercises oversight and accountability for governance, operations, programming and finances.
 - It must demonstrate a consistent policy of fair payment to consultants, organizations and artists.
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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 Re-grants and Partnerships 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.

In the event that an applicant fails to submit one or more of the following required materials, the application will not be eligible for review. 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 key project staff, maximum of 1 page each.
2. Organizational Chart
3. Up to 5 representative marketing materials (sample brochures, promotional materials and/or application forms) that reflect regrant or partnership activity for the past year.
4. Website, Facebook, Twitter, YouTube, and other social media links. We also reserve the right to review any/all of these online sources as part of your application.
5. If this is a regrant, a complete list of grantees from the current and previous year, project descriptions and grant amounts.
6. Outreach/promotional plan for proposed service.
7. Additional materials – any additional materials you wish the Council to consider.

All of the above support materials, if applicable, should be submitted into the Pre-Submission Upload menu of the Grants Gateway Grant Opportunity Portal along with the Online Application.

Application Narrative Questions:

Artistic/Programmatic

1. Program Summary
Describe the regrant or partnership program, its priorities, and the constituents served. How does it differ from or complement other programs in the community or field? Provide the organizational URL.
2. Mission
How does this program relate to the organization's mission, goals and programming?
3. Scope of Activity
For ongoing regrant projects, describe the number of requests received, on average, for each of the past two years. Include the average request amount and grant amount. If this is a new request or service, project the number of anticipated requests and the range of grant amounts to be awarded.

Managerial/Fiscal

4. Staffing
Who is responsible for the administration of this project? Describe their role, detailing

their duties and noting whether this is a full time, part-time or consultant position. If the coordinator has other responsibilities within the organization, describe them.

5. Governance

Describe the involvement of the board in management and program oversight.

6. Work Plan

Outline the schedule and work plan for the next granting or activity cycle. Provide an overview of annual regrant or program deadlines and related activities.

7. Finances

- Detail plans for meeting current and future expenses beyond income from NYSCA, if appropriate to the regrant or partnership project. Include sources of earned income.
- Explain any current and/or recurring surplus or deficits. How would the scope of the project change if full request for NYSCA funding is not received?

Service to the Public

8. Constituency

Describe the audiences and communities served.

9. Marketing/Outreach

What are the strategies for outreach and marketing to diverse communities, arts groups and artists, including those not currently served by the program? Include details about any technical assistance resources for emerging artists and arts groups.

10. Selection Process

Describe the application and selection process, noting what is required of applicants, restrictions, and whether there is a panel review. If applicable, describe the composition of the panel and the review process.

11. Evaluation

How is the effectiveness of this program evaluated and assessed? Has evaluation led to change in the program? Describe the benefits of this regrant or partnership to the community and general public.

12. Community Context

Identify the other organizations in the area that provide similar arts and cultural activities, and tell us how their activities support, enhance, or differ from those of this organization. Describe any partnerships or collaborations with other organizations.

13. Support Materials

Please list all of the support materials and/or work samples being submitted. These materials are critical to the application's assessment.