ARTS EQUIPMENT & SUPPLIES GRANT
2019 – 2020 GRANT ELIGIBILITY & APPLICATION GUIDELINES

Michigan Youth Arts (MYA), on behalf of the Michigan Council for Arts and Cultural Affairs (MCACA), is offering Michigan K-12 schools grants of up to $1,500 to pay for arts equipment (including repairs of arts equipment) or supplies being used within the classroom/school setting. Grant awards are determined by independent panelists. Michigan K-12 teachers in any arts discipline may apply for the grant, including: creative writing, dance, film/video, music, visual arts, and theatre. Grants are awarded on a reimbursement basis.

ELIGIBILITY

• Applications must be submitted online at www.michiganyoutharts.org/grants no later than 11:59 p.m. on November 1, 2019.
• Purchases and repairs must take place between the time a signed contract is returned and March 31, 2020.
• Applicants must be accredited Michigan K-12 public or private schools.
• Applicants may receive only one Art Equipment & Supplies grant per school building, per school year. In addition, the same school may not receive this grant in two consecutive years, so should not apply.
• Grants will only be awarded to one applicant per educational institution.
• A certified teacher must be the primary contact.
• Furniture or equipment that becomes part of the school building is not eligible.
• Incomplete applications will not be considered.

APPLICATION CHECK LIST

Get permission from your principal or district to apply.
Determine a list of supplies or needed repairs.
Obtain price quotes or catalog prices to support your estimated costs.
Review the enclosed application questions and ready your materials in order to complete the application online.
SUBMITTING YOUR APPLICATION
Grant Opens: August 15, 2019
Grant Closes: November 1, 2019

1. Submit your application online along with your attached estimate at michiganyoutharts.org/grants.
2. Applicants will be notified of the status of their grant request via email by December 6, 2019.
3. If approved, your grant contract (which will be e-mailed to you) must be signed by your school administrator, and returned either via email or US mail by January 10, 2020.

FINAL REPORT and REIMBURSEMENT
Final Report Opens: December 6, 2019
Final Report Closes: June 1, 2020

1. The online Final report must be completed and approved before reimbursement can be made.
2. **Funds are distributed on a reimbursement basis**, after purchases have been made. Awardees must present a PAID receipt or copy of check used to pay for supplies, send letters to Michigan state senator and state representative, and complete the final report to which PAID receipts should be attached. Final reports must be received by June 1, 2020.
3. You will also be asked to quantify how much instructional time was made possible through the grant purchase.
4. Michigan Youth Arts will reimburse the school for supplies purchased (not to exceed the grant award) within approximately 60 days of receipt of the final report.

GIVING CREDIT
This grant is funded by the Michigan Council for Arts and Cultural Affairs with funding from the state legislature. It is essential to inform and thank your state legislators for any grant you may receive. If you receive any press coverage be sure to supply information about the grants and share any coverage with Michigan Youth Arts. Sample letters and high quality logos can be found at https://www.michiganyoutharts.org/grants.html:

This grant was made possible by the Michigan Council for Arts & Cultural Affairs and Michigan Youth Arts.

QUESTIONS?
Please contact Jennifer Holes, Grants Manager, at grants@michiganyoutharts.org or 248.545.9200.
ART Equipment & Supplies
Grant

2019-20 Grant Application Questions & Review Criteria
Grant Deadline: November 1, 2019
Apply at www.michiganyoutharts.org/grants

APPLICATION QUESTIONS

You will be asked to supply the following information during your online application. You are encouraged to register and open the application to see the full application at www.michiganyoutharts.org/grants

SCHOOL INFORMATION
- Official Name of School
- Address
- Public or Private/Charter
- Federal Tax ID#
- School District (if applicable)

PRIMARY CONTACT Must be a certified teacher submitting the request.

SCHOOL PRINCIPAL The school principal must approve the application and will be asked to sign the award contract, if granted.

STUDENT INFORMATION
Number of students using equipment or supplies, Grade level(s)

DESCRIPTION OF SCHOOL COMMUNITY
Let the reviewers know the general location and socio/economic status of your school. Title I status, percentage of ELL students, rural location, distance from cultural resources may all help create a better picture of your students and their needs.

DESCRIBE SUPPLIES AND NEED
There will be a drop down menu of supplies but you will also be asked to write a short description of what you need and your educational goals.

THINK AHEAD: Make sure to save your information in a separate document for future reference.

REVIEW CRITERIA

The review panel will use the following criteria to score each submission. Michigan Youth Arts will use reviewer scores to make the final determination of grant awards. Every effort will be made to provide funding to applicants from varying counties across the state.

DEMONSTRATED NEED
The primary goal of this grant is to get art supplies into schools with greatest need. Your application should indicate overall financial factors within your district (for example the number of free/reduced lunch) and additional budget factors that affect the ability to make purchases or needed equipment repairs.

IMPACT
We will consider the estimated number of individuals benefiting and geographic location of the school – this is an explanation of the demographics and community the school operates in. Special consideration will be given to underrepresented areas and communities with low access to the arts.

IMPLEMENTATION
Explain how the supplies purchased with these funds will help you meet educational goals and allow your students achieve learning outcomes.

ADDITIONAL CRITERIA
Michigan Youth Arts will also consider reporting history and compliance status of applicant’s school on previously awarded grants. Failure to complete a final report will result in a school being ineligible for the following year.

In addition, Michigan Youth Arts will not award the Arts Equipment & Supplies grant to the same school two years in a row.
Michigan K-12 teacher in any arts discipline may apply for the Arts Equipment & Supplies Grant, including those who instruct: creative writing, dance, film/video, music, visual arts, and theatre. This grant may be used to for the purchase or repair of any of the following items. Items not on list will be considered but you are encouraged to check with MYA before completing application:

- Adaptive supplies for Special Needs
- Audiovisual and Media Arts Equipment
- Ceramics (Clay, glazes, tools and equipment)
- Dance related equipment
- Drawing (Pencils, Markers, Inks, Pastels etc.)
- Discipline-Related Media (Books, Sheet music, Software)
- Musical Instrument Purchase
- Musical Instrument Repair
- Musical Accessories (Bows, Reeds, Strings, Stands, etc.)
- Painting related supplies
- Paper and board Crafts
- Presentation and Display Items (Easels, Portfolios, etc.)
- Protective Clothing and Gear
- Puppets, Costumes, Masks
- Sculpture and Jewelry Making Supplies

Questions? Please contact Jennifer Holes, Grants Coordinator, at grants@michiganyoutharts.org or 248.545.9200.