Small Grant Support for Schools &

Arts in Alternative Education

Draft Application

**School:** Click or tap here to enter text.

**School District:** Click or tap here to enter text.

**Grant Contact/Program Coordinator:** Click or tap here to enter text.

Section 1: Project Information

1. **Enter the title of your project.** *(Must contain fewer than 30 characters.)*

Click or tap here to enter text.

1. **Enter the total number of youth that will receive direct benefit from this project as audience members or as participants.**

Click or tap here to enter text.

1. **Enter the total number of adults that will receive direct benefit from this project as audience members or as participants.**

Click or tap here to enter text.

1. **Select your project beginning and ending dates.** *(Must begin and end between July 1 and June 30.)*

Click or tap to enter a date. to Click or tap to enter a date.

1. **Summarize the project in 2-3 sentences.** *(Must contain fewer than 400 characters.)*

Click or tap here to enter text.

1. **Enter specific dates or date ranges for this project.** *(Must contain fewer than 400 characters.)*

Click or tap here to enter text.

1. **Enter physical addresses for all locations of this project.** *(Must contain fewer than 400 characters.)*

Click or tap here to enter text.

1. **Enter the name, phone number, and email address of the project coordinator.**

*(Must contain fewer than 400 characters.)*

Click or tap here to enter text.

Section 2: Budget

**Expenses**

1. **Outside Administration:** Enter the outside contracted administrative costs directly associated with this project. (For example: A contracted project coordinator.)

Click or tap here to enter text.

1. **Outside Artistic:** Enter outside contracted artistic costs directly associated with this project.

Click or tap here to enter text.

1. **Artistic Supplies:** Enter artistic supplies for this project.

Click or tap here to enter text.

1. **Travel:** Enter travel expenses for this project.

Click or tap here to enter text.

1. **Other:** Describe and itemize any other expenses and supplies. Enter NA if this does not apply to your project. *(Must contain fewer than 4000 characters.)*

Click or tap here to enter text.

1. **Other:** Enter the total amount of all other expenses listed in your narrative. (From number 11.)

Click or tap here to enter text.

**Income**

**School’s Contribution:** The grant system will calculate this amount based on the required match amount in relation to your total project budget.

**Budget Narrative**

1. **Describe how OAC grant funds will be used and include an itemized list of supplies.** List specific expense items with dollar amounts. (Example: $2,300 will be used to pay artistic fees and $200 will be used to purchase supplies) *(Must contain fewer than 1000 characters)*

Click or tap here to enter text.

Section 3: Project Description & Artistic Quality

1. **Project Description: Describe the project in-depth. Discuss the arts activities including arts instruction and hands-on learning.** *(Must contain fewer than 4000 characters.)*

Click or tap here to enter text.

2**. Project Artists: Any artists, artist groups, or personnel providing arts instruction who will receive payment through OAC grant funds for services performed during the project must be included. Volunteer artists or instructors may also be added to assist reviewers in determining artistic quality. Repeat the process for all artists or instructors.**

**Information to include:**

1. **Is this an Oklahoma artist?**
2. **Is this an artist from the Oklahoma Arts Council Teaching or Performance Roster?**
3. **Artist or group name**
4. **Email address**
5. **Artistic discipline**
6. **Artistic fees (enter “0” for volunteers)**
7. **Artist’s Qualifications/Bio *(Must contain fewer than 400 characters)***

Click or tap here to enter text.

Section 4: Learning Merit

1. **Please select the type of project:**

Student Training

Teacher Training

Both

1. **Enter the number of individuals receiving hands-on instruction. This number should only reflect the target population for this project.**

Click or tap here to enter text.

1. **Enter the number of teachers receiving teacher training in arts education. Enter 0 (zero) if not applicable.**

Click or tap here to enter text.

1. **Enter the number of sites served by this project.**

Click or tap here to enter text.

1. **Please indicate the number of rural school sites. (Located outside the Oklahoma City and Tulsa metropolitan areas.)**

Click or tap here to enter text.

1. **Select the grade levels that will be receiving hands-on instruction. Select all that apply.**

Grades PreK-5

Grades 6-8

Grades 9-12

Teacher Training

1. **List the arts learning goals for this project. These goals should include specific artistic techniques, concepts, and methods the participants will learn.** (Example: “For a three-week pottery course, students will demonstrate knowledge of coil technique and the ability to create a ceramic vessel. Students will implement the concepts of symmetry and balance.”) *(Must contain fewer than 4000 characters)*

Click or tap here to enter text.

1. **Enter the average number of hours each participant is actively engaged in the hands-on creative process.** (Example: The workshop involves 10 participants and each participant receives a minimum of 10 hours of hands-on instruction in watercolor technique.) *(Must contain fewer than 400 characters)*

Click or tap here to enter text.

Section 5: Evaluation Methods and Access

1. **Please select at least one type of evaluation from each of the two lists below that you will use to measure student learning/teacher training. You may select all that apply.**

**Objective assessments of student learning**

Pre-Post Testing

Rubric-Measuring subject content

Short Answer Questionnaire

Skills Testing

Student Essay/Report

Written/Oral Exam

**Other effective assessment methods**

Instructor/Class Critique

Self/Peer Assessment

Student Journal

Student Survey

Teacher Survey

Other

1. **List two or three sample questions for each of the evaluation methods checked above to measure participants’ learning.** *(Must contain fewer than 400 characters.)*

Click or tap here to enter text.

Section 6: Project Community Need

1. **Select the number of years this project has taken place.**

First Year

2-5

6-10

Over 10

1. **As the legislature faces difficult budget decisions for state agencies, how would the decrease or loss of public funding for the arts impact your organization, project, and/or community?** *(Must contain fewer than 4000 characters.)*

Click or tap here to enter text.

1. **Public funds are appropriated to the Oklahoma Arts Council on an annual basis by the state legislature. Recognition of OAC is critical to the preservation of public funding for the arts in Oklahoma. Please indicate how your organization will recognize OAC and public funding for the arts programming you have described in this application. Check all that apply.**

Use of OAC logo on publications

Public announcements recognizing OAC prior to performances, opening of exhibitions, etc.

Use of OAC credit line on all printed and web materials

Website link to OAC

Announcement of OAC funding to board members

Letter to legislators thanking them for supporting OAC (Required)

**Submitting Your Application**

Once all sections are complete, please email this draft application as an attachment to [jennifer.allen-barron@arts.ok.gov](mailto:jennifer.allen-barron@arts.ok.gov). **All draft applications must be submitted at least 90 days prior to the start date of your project.**

**Questions?**

For assistance with your application or draft application:

**Jennifer Allen-Barron,** Arts Education Director

[jennifer.allen-barron@arts.ok.gov](mailto:jennifer.allen-barron@arts.ok.gov)

405-521-2036

For assistance with the grant system or grant payments:

**Thomas Tran,** Grants & Finance Assistant

[thomas.tran@arts.ok.gov](mailto:thomas.tran@arts.ok.gov)

405-521-2041

This document was revised on November 15th, 2017.