

## 2018 Community Art Grants

### Guidelines

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**The Community Art Grant** supports artists & communities working collaboratively to enhance quality-of-life in Baltimore's local communities through visible, memorable art projects that reflect the ideas and values of those for whom it's created. This Grant program requires neighborhoods to collaborate with arts organizations and/or artists to activate community spaces using art. The temporary public art projects funded by this grant can include murals, sculpture, memorials, integrated architectural or landscape architectural art work, community art, digital new media, and/or performances. Artists and communities are encouraged to submit exciting art design concepts that represent the distinct character and quality of a local community, with consideration to local cultural heritage and diversity. Projects must employ community engagement in the creative process. Art projects must be openly accessible, free of charge. Funds will be distributed to qualified neighborhood associations and community based non-profit groups for the purpose of strengthening neighborhoods through major art projects.

**The Community Art Planning Grant** supports research and planning for project grantees to investigate the project needs, face challenges and obstacles barring project completion. This grant can help a community and artist gather the necessary approvals to ensure the future success of a project. The purpose of the Planning Grant is to help communities and artists work through the planning and feasibility of large scale community art projects, outdoor sculptures, kinetic artwork and semi-permanent place-making projects that often require extensive site planning, permits, engineering and Right-Of-Entry permissions before a project can be installed. Community Art projects may require: design method review, zoning regulation, permits, surveying, right-of-entry- agreements, insurance, cultural study, community impact review, supplemental funding sources or extended community engagement processes. Projects must employ community engagement in the creative planning process. Art projects must be openly accessible, free of charge.

### Eligibility

Grants are available for neighborhood organizations and community groups representing neighborhoods in Baltimore City.

### Prizes

Up to \$15,000 for Community Art Projects, Up to \$5,000 for Community Art Planning Projects Project/performance requests do not have to total maximum budget. Smaller requests are encouraged.

### Time line:

- Applications **open on Monday, March 26, 2018**
- Applications **close on Sunday, April 29** at 11:59pm
- Community Art Grant projects must be completed by December 31, 2018

### Notification:

- Award notifications are announced in May 2018 (via email)

### Selection Process:

Working together, artists and community groups design and propose an art concept for their community. They submit their proposals for the chance to win a grant to help fund their project. Once proposals are received, an independent panel of arts, culture, and community development leaders and BOPA staff vote for the winning proposals. If selected, prize winning communities work with support from the Baltimore Office of Promotion & The Arts to realize their project concept.

### Selection Criteria:

- Quality of application
- Feasibility of proposal
- Qualifications of artist
- Realistic budget and time line
- Project Management plan
- Appropriateness of art concept design
- Impact & visibility of the project
- Project located within Baltimore City limits
- Community Engagement Plan

Proposals that are incomplete or do not meet requirements will not be considered

**Community Art Planning Grant Proposal Requirements:**

Briefly describe the proposed project, including concept and approach, medium, proposed schedule or timeline for design and implementation, budget and approximate dimensions of the art work. Identify challenging aspects of the project the planning grant can support. Provide a description of the ideal or proposed project location, list project partners and community outreach plan. Include photographs and/or drawings to be used for evaluation.

**Community Art Grant Proposal Requirements:**

1. Community based organizations must pair with an art partner (an arts organization or individual artist) to design a community art project, either a piece of 2-, 3-dimensional art or performance art.
2. The 2- and 3-dimensional artwork created must be semi-permanent.
3. The project/performance must benefit the neighborhood by heightening the visibility of the community as a creative and vibrant place in which to live, work and/or do business.
4. A full range of community residents must be involved in the proposed project.
5. The costs to execute the project must be reasonable and appropriate.
6. Appropriate oversight and management must be evident to ensure a well-organized project and a positive benefit to the community.
7. Applicants not representing the official community organization must provide a letter of support from the official community organization.
8. The lead organization must be designated by the IRS as a non-profit 501(c)(3) organization. If this is not the case, applicants can apply through a 501(c)(3) organization that agrees to act as the fiscal agent.

Proposals that are incomplete or do not meet the above requirements will not be considered by the review committee.

**Support**

The Community Art Grant and Community Art Planning Grant are administered by the Baltimore Office of Promotion and The Arts (BOPA). BOPA can offer assistance in developing project ideas and suggesting organizations or artists that might be appropriate for your proposed project.

**Responsibilities of Grant Recipients**

1. Grant funds will be disbursed on reimbursable basis in increments over the duration of the project. Grantees are responsible for retaining all receipts. Sales tax will not be reimbursed.
2. Grantees will submit periodic reports on the progress of the project.
3. Grantees will organize a community celebration to note the completion of the project.
4. The project/performance will be completed by December 31, 2018 for Community Art Grant recipients.

**Required Application Materials***Part 1 – Organization & Project Information*

- Organization mission & history
- Description of community served by organization
- Organization's project history (5 years)
- Organization's project evaluation process
- 501(c)(3) tax exemption determination letter
- Organization board of directors / officer list
- Project description
- Project partners & roles
- Project development process
- Project promotional plan
- Project impact
- Project timeline
- Project site location
- Project maintenance / upkeep plan (if applicable)
- Project drawings / illustrations
- Artist/Arts organization partner resumes
- Artist/Arts organization work samples

*Part 2 – Budget & Community Support Information*

- Organization's previous year's operational budget
- Project budget (If the project budget exceeds the grant request, please indicate the source of the additional funds, whether or not they have been secured and if some of the funding sources are in-kind or volunteer time.)
- 3 Letters of support from community members (not your board members or officers)
- Letter of support from your official community organization