

2006

SCHOOL AND COMMUNITY ARTS PROGRAM PROGRAM GUIDELINES

Does your community have limited access to arts education programming?

Do you, or your organization, require funding to develop/enhance arts education for students and youth?

Is your school-based performing arts group participating in an off-site event and in need of funding for travel expenses?

Financial support for these activities is available through the School and Community Arts Program, a joint initiative of Manitoba Education, Citizenship and Youth and Manitoba Culture, Heritage and Tourism.

In our commitment to make arts programming more accessible to communities throughout Manitoba, we have developed this program, which provides easy, single-window access to funding for three unique, new, arts education programs.

Arts Education Access Program: Provides financial assistance to community and non-profit organizations to support arts education programming for children and youth in under-served communities.

After School Arts Enrichment Programming for Students: Provides financial assistance to individuals, schools and community groups to develop new, or enhance existing community arts programs to support students who do not normally have access to after-school arts education.

Youth Performing Arts Travel Grant: Provides financial support to public school-based performing arts groups participating in off-site performing arts events in or outside Manitoba.

Please Note: Detailed information on each program's eligibility requirements is provided in these Program Guidelines and application forms are also available at www.edu.gov.mb.ca/scap or call 945-3556 in Winnipeg or toll free at 1-800-282-8069 (3556).

Application Deadlines

For your convenience, and to ensure sufficient planning time, you may apply to any of these three programs between January 2006 and September 2006. The application deadline will depend on your project's start date:

Application Deadline*	Your Project's Start Date
March 1, 2006	for projects starting between March 2006 and June 2006
June 1, 2006	for projects starting between July 2006 and October 2006
October 1, 2006	for projects starting between November 2006 and March 2007

*Applications may be submitted up to 12 months before the proposed start date, but no later than the above deadlines.

YOUTH PERFORMING ARTS TRAVEL GRANT

OVERVIEW:

The Youth Performing Arts Travel Grant provides financial support for public school-based performing arts groups (K – S4), participating in off-site performing arts events in or outside Manitoba. This grant may be used to offset the registration, travel and accommodation costs associated with performing arts events. The grant is intended to increase students' access to, and participation in, off-site performing arts events and learning opportunities.

ELIGIBILITY:

Applications must be initiated by a teacher and approved by a public school/division administrator.

Performing arts groups must be school-based, and participants in off-site events. Events of a non-participatory nature (ex: admission fees to a performance) are not eligible.

Funding is intended for off-site events only. Events hosted at the applicant's school are not eligible.

Funding is intended to offset the costs of registration, travel and/or accommodations for performing arts groups. Funding is not intended for individual performing arts students.

FUNDING:

Full or partial funding (up to \$5,000) is provided based on the identified financial need of the applicant (as specified in the Financial Information section of the School and Community Arts Program application), and is subject to availability of funds.

Grants of \$2,500 or less will generally be provided in a single instalment upon approval.

Grants over \$2,500 will be provided in two instalments. Approved applicants will receive 75 per cent of funding upon approval. The remaining funds will be released upon receipt of the final report.

A final report is required for all projects.

ASSESSMENT:

Applications will be assessed on the basis of financial need, anticipated impact, number of individuals served, cost-effectiveness and regional funding distribution.

Consideration will be given to how the event builds on prior learning, enhances understanding, develops skills, and provides links to future learning opportunities.

All applicants will be notified of the grant decision in writing.

REQUIREMENTS:

Grant recipients are required to submit a final report, which includes a post-event summary and the final financial statement of expenditures. Reports are due to the contact below within four weeks of the event's completion.

CONTACT:

Chris Enns
Manitoba Education, Citizenship and Youth
Instruction, Curriculum and Assessment Branch
W120-1970 Ness Avenue, Winnipeg, MB R3J 0Y9

E-mail: cenns@gov.mb.ca
Ph: 204-945-8806
Fax: 204-945-5060

AFTER SCHOOL ARTS ENRICHMENT PROGRAM FOR STUDENTS

OVERVIEW:

The After School Arts Enrichment program funds new and existing arts programming designed to support students who do not normally have access to arts programs in their community. This competitive grant program (applicants are evaluated against all eligible applications) supports new or existing after-school arts instruction and activities.

For the purposes of this application, "after school" refers to any instruction or activities occurring during weekday evenings, weekends, in-services or holidays.

ELIGIBILITY:

To be eligible for this program, you must be:

- a non-profit organization, community group, local governments, school or school division, or
- a private individual with the written endorsement of any eligible group or organization
- able to demonstrate a history of involvement in arts-related events, education or programs

For a project to be eligible, it must:

- enhance existing arts education programs or provide new arts education initiatives to school-aged children who do not normally have access to arts programming

FUNDING:

Full or partial funding (up to \$5000) is provided based on the identified financial need of the applicant (as specified in the Financial Information section of the School and Community Arts Program application), and is subject to the availability of funds.

Approved applicants will receive 75 per cent of funding at time of approval. The remaining funds will be released upon receipt of the final report.

ASSESSMENT:

Applications will be assessed on the basis of individual or community need, project relevance, cost-effectiveness and regional funding distribution.

Preference will be given to projects that incorporate hands-on, experiential arts programming.

All applicants will be notified in writing of the decision of the assessment committee.

REQUIREMENTS:

Grant recipients are required to submit a final report, showing evidence of all necessary documentation as requested (ex: third-party liability insurances, licences, etc.). If you are unsure what is required of your specific event or project, please consult the contact listed below.

CONTACT:

Greg Kristalovich
Manitoba Education, Citizenship and Youth
MB4Youth Division
310-800 Portage Avenue
Winnipeg, Manitoba R3G 0N4

E-mail: gkristalov@gov.mb.ca
Ph: 204-945-8115
Fax: 204-945-5726

ARTS EDUCATION ACCESS PROGRAM

OVERVIEW:

The Arts Education Access Program supports the development of arts education programs in under-served communities. The program provides financial assistance to community-based arts and cultural organizations, and community service groups involved in delivering arts education programming to school-aged children and youth, either independently or in partnership with schools and educational institutions. Priority will be given to communities with the lowest levels of existing arts programming.

ELIGIBILITY:

To be eligible for this program, you must be:

- a non-profit, incorporated community organization or local government (established for at least one year), or
- an individual or unincorporated group with a written endorsement from an eligible organization

For a project to be eligible, it must:

- provide access to arts education programming for school-aged children and youth who have limited access to arts instruction
- involve Manitoba artists or arts organizations

If a project is school-based:

- it must be carried out in partnership with at least one community-based or professional arts organization, or with an artist
- the application must be made by the community partner

Please note: Funding is intended to support only those costs associated with direct program delivery (instructors' fees, art supplies, equipment rental, facility rental, advertising, etc.).

RESTRICTIONS:

Funding is not intended to support the presentation of arts events, performances, exhibitions, etc., or to purchase tickets/admissions to such events.

Funding is not normally intended to support private lessons for individuals or student travel.

Capital expenses are not eligible. Reasonable allocations may be made for the purchase of project-specific materials and supplies.

FUNDING:

Full or partial funding (up to \$10,000) is provided based on the identified financial need of the applicant (as specified in the Financial Information section of the School and Community Arts Program application), and is subject to the availability of funds.

It is expected that the majority of grants will fall within the \$2,500 to \$5,000 range.

Grants of \$2,500 or less will generally be provided in a single instalment upon approval. Grants over \$2,500 will be provided in two equal instalments (50 per cent each), with the first instalment delivered upon approval, and the second provided upon receipt of an interim report.

A final report is required for all projects.

ASSESSMENT:

Applications will be assessed on the basis of community need, anticipated impact, number of individuals served, cost-effectiveness and regional funding distribution.

Preference will be given to projects that incorporate hands-on, experiential arts programming and that have well-defined learning objectives and teaching plans.

Consideration will be given to how the project builds on prior learning, enhances understanding, develops skills and provides links to future learning opportunities.

All applicants will be notified in writing of the grant decision within four weeks of the application deadline.

REQUIREMENTS:

Grant recipients are required to submit a final report detailing project activities, complete with financial report and examples of promotional materials. Receipts may be requested. Final reports are due within four weeks of the project's completion. Interim reports will be required for project grants of \$2,500 or more.

CONTACT:

Denise Préfontaine
Manitoba Culture, Heritage and Tourism, Arts Branch
6th Floor, 213 Notre Dame Avenue, Winnipeg MB R3B 1N3

E-mail: dprefontai@gov.mb.ca
Ph: 204-945-4574
Fax: 204-945-1684