

Help for Grant Writers Artists and Education Project Grant

This is a juried program, which means that all applications received are evaluated at the same time by an independent panel of experts.

There are many reasons why a grant application is successful. In order to maximize the potential of your application, consider the following tips.

Contact Arts Branch Staff

Do this well in advance of the April 1 deadline, particularly if you are a first-time applicant. Staff can assist you in the grant process by assessing the eligibility of your project, informing you about the grant process, or assisting in creating a budget.

Presentation Matters!

The application package you submit should be well organized and easy to understand. Jurors must read every application, and appreciate clear, concise project descriptions and supporting documentation. Print on white, 8 ½" x 11" paper, single-sided only and in a 12-point font. Grammatical errors and spelling mistakes make your proposal less convincing, so take the time to proof read. Be sure to supply the number of copies required in the program guidelines. Don't forget to keep at least one copy of your package at the school for future reference.

Balance the Budget

Follow the template provided with the application form, and provide detailed budget notes when appropriate. You can only apply to fund a specific percentage of your project – the school or school community must fund the remainder. Be sure that your budget is clear, reasonable, and follows the guidelines of the program.

Tell the Jury What They Need to Know

The jury has only one way to judge your project: what they see in the application package. Be convincing: why this artist? Why this program? Why is now a good time to do this project? Give the jury reasons to fund your program.

Follow the Guidelines

Read and follow the Program Guidelines. You could spend a lot of time preparing an application, but if your project falls outside the guidelines it will not be eligible for funding. If you need clarification on any point, contact the consultant at the Arts Branch.

Connect With the Artist

Your artist should collaborate with you in preparing both the program and the application. Most artists are familiar with the granting process and are happy to help you.

Be Prepared

Occasionally there are more eligible applications than can be funded in a given year. Be hopeful, but be prepared for the possibility that your project will not receive funding and ensure that contractual agreement with the artist allows for this possibility.