

# Art Project Grant

1. **Question Ref:** Q\_1697  
**Question Type:** Threshold

Is the organization, or the lead organization in a partnership, eligible to apply for funding from the New York State Council on the Arts (NYSCA)

## HELP SECTION

Please click here to see eligibility requirements for an organization to submit an application to the Council: [www.nysca.org/public/grants/who\\_is\\_eligible.htm](http://www.nysca.org/public/grants/who_is_eligible.htm)

2. **Question Ref:** Q\_1750  
**Question Type:** Threshold

Is the project eligible for funding from New York State Council on the Arts?

## HELP SECTION

Please click here to see projects that are ineligible to receive funding from the Council: [http://www.nysca.org/public/grants/nysca\\_does\\_not.htm](http://www.nysca.org/public/grants/nysca_does_not.htm)

3. **Question Ref:** Q\_1751  
**Question Type:** Threshold

Is the organization or partnership applying to other New York State Council on the Arts grant program(s) for funding for all or a portion of this project?

## HELP SECTION

This project is not eligible for funding from any other Council program and the project may not use any funding from any grants made to the applicant by the Council.

4. **Question Ref:** Q\_1752  
**Question Type:** Threshold

Is the amount request \$50,000 or more?

HELP SECTION

Requests for less than \$50,000 are not eligible for funding.

5. **Question Ref:** Q\_1698  
**Question Type:** Threshold

Is the mission of the organization or the lead organization in a partnership, primarily in arts and culture?

HELP SECTION

The mission of the applicant organization must be primarily related to arts and culture.

6. **Question Ref:** Q\_1699  
**Question Type:** Threshold

Will the project activities take place between November 2012 and October of 2013?

HELP SECTION

Activities must occur during this time period.

7. **Question Ref:** Q\_1700  
**Question Type:** Threshold

Will the project involve any regrating of funding?

HELP SECTION

Regrant projects are not being funded.

8. **Question Ref:** Q\_1730  
**Question Type:** Threshold

Will the project involve funding for capital projects?

HELP SECTION

Capital Projects are not being funded.

9. **Question Ref:** Q\_1603  
**Question Type:** Basic

Was this project or a phase of this project awarded funding in CFA Round I ?

10. **Question Ref:** Q\_1604  
**Question Type:** Basic

If yes, with which agency(s)?

11. **Question Ref:** Q\_1605  
**Question Type:** Basic

If funding was received in a prior round of the CFA, indicate the amount of funding received.

12. **Question Ref:** Q\_184  
**Question Type:** Basic

NYS Assembly District(s) where the project is located. (please enter a number between 1 and 150 that represents your Assembly District)

HELP SECTION

Click [HERE](#) to determine your Assembly district.

13. **Question Ref:** Q\_190  
**Question Type:** Basic

NY Senate District(s) where the project is located. (please enter a number between 1 and 62 that represents your Senate District)

#### HELP SECTION

Click [HERE](#) to determine your Senate district.

#### 14. Optional Question Header:

##### Applicant Information

**Question Ref:** Q\_546

**Question Type:** Basic

Legal Name of Applicant

15. **Question Ref:** Q\_547

**Question Type:** Basic

Contact First Name

16. **Question Ref:** Q\_549

**Question Type:** Basic

Type of Applicant (select all that apply)

17. **Question Ref:** Q\_550

**Question Type:** Basic

If you are a DBA, what is your DBA name?

18. **Question Ref:** Q\_551

**Question Type:** Basic

Applicant Street Address

19. **Question Ref:** Q\_552

**Question Type:** Basic

Applicant City

20. **Question Ref:** Q\_553

**Question Type:** Basic

Applicant State

21. **Question Ref:** Q\_554  
**Question Type:** Basic

Applicant Zip Code. (please use Zip+4 if known)

22. **Question Ref:** Q\_555  
**Question Type:** Basic

Applicant Email Address

23. **Question Ref:** Q\_556  
**Question Type:** Basic

Select an applicant ID type from the list below that you normally use to identify your organization on application forms.

#### HELP SECTION

Applicants will be required to provide the specified ID number upon request by the funding agencies.

24. **Question Ref:** Q\_561  
**Question Type:** Basic

Additional Contact Email Address

25. **Question Ref:** Q\_562  
**Question Type:** Basic

Additional Contact Phone Number. (please include area code)

26. **Question Ref:** Q\_565  
**Question Type:** Basic

Project City

27. **Question Ref:** Q\_568  
**Question Type:** Basic

Project State

28. **Question Ref:** Q\_572  
**Question Type:** Basic

Project Latitude

HELP SECTION

[Click HERE to determine Latitude](#)

29. **Question Ref:** Q\_573  
**Question Type:** Basic

Project Longitude

HELP SECTION

[Click HERE to determine Longitude](#)

30. **Optional Question Header:**

### Project Description

- Question Ref:** Q\_575  
**Question Type:** Basic

Project Description. Concisely describe the project, indicating the location, what will be planned, designed, and/or constructed, the issues/opportunities to be addressed, and expected outcomes and deliverables. Additional details will be collected later in the application process.

31. **Question Ref:** Q\_580  
**Question Type:** Basic

Status of Permits

32. **Question Ref:** Q\_582  
**Question Type:** Basic

Estimated Service Life

HELP SECTION

List the estimated service life/useful life of capital expenditure that is the focus of this request.

33. **Question Ref:** Q\_616  
**Question Type:** Basic

For more than one project location, please provide full address(es) for each location. If Not Applicable, indicate "NA".

34. **Question Ref:** Q\_651  
**Question Type:** Basic

Applicant Telephone Number, (please include area code)

35. **Question Ref:** Q\_928  
**Question Type:** Basic

Project Street Address: if the project does not have a definite street address, please skip to "Project without a Street Address" below.

36. **Question Ref:** Q\_929  
**Question Type:** Basic

Current State of Project Development (i.e. planning, preliminary engineering, final design, etc)

37. **Question Ref:** Q\_930  
**Question Type:** Basic

Explain what makes your project a regional economic priority - for example creates jobs, economic investment, sustainability and community revitalization, etc.

38. **Question Ref:** Q\_969  
**Question Type:** Basic

If you are a business, have you been certified as an Minority or Women-owned Business Enterprise (MWBE)?

39. **Question Ref:** Q\_970  
**Question Type:** Basic

Additional Project Contact Last Name

40. **Question Ref:** Q\_971  
**Question Type:** Basic

Project Without a Street Address: please enter a description of the project location. Include project starting/ending street addresses, cities & zip codes if applicable.

41. **Question Ref:** Q\_972  
**Question Type:** Basic

Project county or counties.

42. **Question Ref:** Q\_973  
**Question Type:** Basic

Status of State and/or Federal Environmental Review.

43. **Question Ref:** Q\_975  
**Question Type:** Basic

Estimated Project Timeline: including project start/completion dates, estimates for design, permitting and construction or other major steps.

44. **Question Ref:** Q\_976  
**Question Type:** Basic

Statement of Need

#### HELP SECTION

Provide a brief summary of the need for the project in the geographic area proposed, the project's financing needs, including funding gaps and, where applicable, describe the additional short and long term jobs that will be created through the development of the proposed project.

45. **Question Ref:** Q\_1034  
**Question Type:** Basic

Project Zip Code. (please use Zip+4 if known)

46. **Question Ref:** Q\_1049  
**Question Type:** Basic

Contact Last Name

47. **Question Ref:** Q\_1050  
**Question Type:** Basic

Contact Title

48. **Question Ref:** Q\_1051  
**Question Type:** Basic

Additional Contact Title

49. **Question Ref:** Q\_1052  
**Question Type:** Basic

Additional Project Contact First Name

50. **Question Ref:** Q\_1053  
**Question Type:** Basic

If project review pursuant to the National Environmental Policy Act (NEPA) has been completed has a Finding of No Significant Impact or Record of Decision been issued?

51. **Question Ref:** Q\_1054  
**Question Type:** Basic

If National Environmental Policy Act (NEPA) Record of Decision has been issued, please explain (include date of Record of Decision).

52. **Question Ref:** Q\_1056  
**Question Type:** Basic

If review of the project is underway pursuant to the State Environmental Quality Review Act (SEQRA), please indicate the lead agency (if applicable).

53. **Question Ref:** Q\_1729  
**Question Type:** Attachment

Please provide a staff list and board officer list, including name and title for each person.

54. **Question Ref:** Q\_1722  
**Question Type:** Attachment

Please submit a one page resume or biography for all key artistic and administrative personnel.

55. **Question Ref:** Q\_1723

**Question Type:** Attachment

Please submit your Cultural Data Project Funder Report for each of the two most recently completed fiscal years.

HELP SECTION

Click here for more information about the Cultural Data Project:

<http://www.nysca.org/public/CDP/index.htm>

56. **Question Ref:** Q\_1778

**Question Type:** Attachment

Please submit a NYSCA Organization Budget form for the current fiscal year period. Please click on SHOW HELP in this question to download the NYSCA Organization Budget Template.

HELP SECTION

Click here to download a copy of the NYSCA Organization Budget Template:

As an Excel Spreadsheet file:

[http://www.nysca.org/public/guidelines/NYSCA\\_Org\\_Budget\\_Template.xls](http://www.nysca.org/public/guidelines/NYSCA_Org_Budget_Template.xls)

As a PDF file:

[http://www.nysca.org/public/guidelines/NYSCA\\_Org\\_Budget\\_Template.pdf](http://www.nysca.org/public/guidelines/NYSCA_Org_Budget_Template.pdf)

57. **Question Ref:** Q\_1725

**Question Type:** Attachment

Please submit a marketing plan outlining communication and outreach strategies and including a listing of the web site URL addresses for all organizations participating in the project.

58. **Question Ref:** Q\_1726

**Question Type:** Attachment

Please provide marketing and interpretive materials: Up to 10 samples. Do not send press coverage, reviews or notices.

59. **Question Ref:** Q\_1758  
**Question Type:** Attachment

For visual arts projects: please provide up to 15 images including a script or label indicating: artist, title, year, medium(s) and dimensions.

60. **Question Ref:** Q\_1760  
**Question Type:** Attachment

For performing arts projects: please provide a document with the web site URL addresses of up to 10 work samples of up to 5 minutes each including a script or label indicating: artist/organization, title, year and date of event.

61. **Question Ref:** Q\_1727  
**Question Type:** Attachment

For service related projects, please provide sample evaluation materials (i.e. surveys, assessment or feedback forms).

62. **Question Ref:** Q\_1701  
**Question Type:** Standard Question

What is your Federal Employer ID# (FEI) / TaxID#

HELP SECTION

Enter your FEI/TaxID # here. The format is XX-XXXXXXX

63. **Question Ref:** Q\_1702  
**Question Type:** Standard Question

What is your organization's Charities Registration Number?

HELP SECTION

If you are a registered non-profit organization with the NY Department of State, please enter your six digit charities registration number, in the format XX-XX-XX.

If you are registered with the Department of Education or otherwise exempt from having a charities registration number, please enter EXEMPT, along with the reason for your exemption.

64. **Question Ref:** Q\_1728

**Question Type:** Standard Question

What is the Mission Statement of the applicant / lead organization?

65. **Question Ref:** Q\_1704

**Question Type:** Standard Question

Describe the project, its priorities and the audiences served. How does it differ from or complement other programs in the community or field?

66. **Question Ref:** Q\_1706

**Question Type:** Standard Question

Is this project a partnership request?

67. **Question Ref:** Q\_1707

**Question Type:** Standard Question

For Partnership Requests, list the organizations participating in this partnership, and indicate the mission and background for each.

68. **Question Ref:** Q\_1708

**Question Type:** Standard Question

For Partnership Requests, describe each organization's role, relevance, and responsibilities within the project.

69. **Question Ref:** Q\_1709

**Question Type:** Standard Question

How does this project relate to the organization or partnership's mission, goals and programming?

70. **Question Ref:** Q\_1711

**Question Type:** Standard Question

What is the artistic vision of this project?

71. **Question Ref:** Q\_1753

**Question Type:** Standard Question

Briefly summarize the backgrounds of the individual(s) who developed the artistic vision and who are responsible for its oversight.

72. **Question Ref:** Q\_1712  
**Question Type:** Standard Question

Describe the role(s) artists will have in this project.

73. **Question Ref:** Q\_1713  
**Question Type:** Standard Question

If the project involves the use of technology, discuss how this is incorporated into the project and the organization's technical and staffing capacity for this use.

74. **Question Ref:** Q\_1714  
**Question Type:** Standard Question

Who is responsible for the administration of this project? Describe their role, detailing their duties and noting whether this is a full time, part-time or consultant position. If the coordinator has other responsibilities within the organization, describe them.

75. **Question Ref:** Q\_1715  
**Question Type:** Standard Question

Describe the involvement of the governing board in fiscal management and project oversight.

76. **Question Ref:** Q\_1716  
**Question Type:** Standard Question

Outline the schedule and work plan for the project team. Provide a specific timetable for the project.

77. **Question Ref:** Q\_1717  
**Question Type:** Standard Question

What is the plan to leverage additional resources such as co-funding, public-private partnerships, staffing, in kind services, etc to support the implementation of this project? Please provide details on all other sources of support.

78. **Question Ref:** Q\_1718  
**Question Type:** Standard Question

Indicate what fees or wages will be paid to artists and outside consultants?

79. **Question Ref:** Q\_1719

**Question Type:** Standard Question

What are the strategies for outreach and marketing to communities, arts groups and artists? Detail the diversity (racial, ethnic, age, socio-economic, educational, etc.) within the community(ies) and target group(s) to be impacted.

80. **Question Ref:** Q\_1720

**Question Type:** Standard Question

Describe who the primary/target audience is for this project and why it is important/appropriate to that audience.

81. **Question Ref:** Q\_1721

**Question Type:** Standard Question

Describe the project's benefits to the community and general public. How will the effectiveness and impact of this project be evaluated and assessed?

82. **Question Ref:** Q\_1450

**Question Type:** Standard Question

Will the proposed project result in the creation of construction jobs? If so, estimate the number of construction jobs to be created.

Enter zero if not applicable.

83. **Question Ref:** Q\_1459

**Question Type:** Standard Question

Will the proposed project directly or indirectly result in the creation of permanent jobs? If so, estimate the number of permanent full-time equivalent jobs that will be created.

Enter zero if not applicable.

84. **Question Ref:** Q\_1724

**Question Type:** Standard Question

Please provide a Support Materials list with descriptions of all of the support materials and/or work samples being submitted. These materials are a required component of this application and are critical to the application's assessment. Incomplete applications will be removed from consideration.

## HELP SECTION

### Required Support Materials:

Support Materials List summarizing the support materials submitted.

Staff list and board officer list, including names and titles of all individuals

1 page resume or biography for key artistic and administrative personnel

Cultural Data Project Funder Report for each of the two most recently completed fiscal years.

NYSCA Organization Budget Form for the current fiscal year.

Marketing plan outlining communication and outreach strategies, and including a listing of the website URL addresses for all organizations participating in the project.

Marketing and interpretive materials: Up to 10 samples. Do not send press coverage, reviews or notices.

Visual arts projects: Up to 15 images including a script or label indicating: artist, title, year, medium(s) and dimensions.

Performing arts projects: Provide a document with the website URL Addresses of up to 10 work samples of up to 5 minutes each, including a script or label indicating: artist/organization, title, year and date of event.

Service related projects: must provide sample evaluation materials i.e. surveys, assessment or feedback forms.

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