

FY22 Arts in Education Partnership Grant: Budget Support

Use of ArtsWA Funds

Examples of What We Do Fund:

- Accessible arts programming for in-and out-of-school K-12 students free of charge, tuition, or material fees.
- Fees for teaching artists (a *minimum* of **\$30 per hour**).
- Fees for arts education consultants or providers of professional development.
- Fees for project staffing (project coordinator) up to 50 percent of requested funding.
- Fees for professional development for educators and staff.
- Fees for project planning, curriculum, and (print or digital) resource development.
- Administrative expenses, including printing costs for lesson plans or other documents, postage materials for art-kits, and other administrative costs related to project planning, implementation, and delivery.
- Travel expenses for in-state teaching artists and consultants.
- Fees for professional performing arts groups, student tickets, and transportation expenses for exhibitions and performances are allowable when there is a clear connection to the overall arts learning plan.
- Fees for increasing access to programming such as closed captioning, translation services, interpreters, differentiated materials, or consultant support on these efforts.
- Materials, supplies, technology, and software that is clearly aligned with expected project outcomes and implementation.

We Cannot Fund:

- Arts programming that charges tuition or material fees to students and families.
- Food and beverages.
- Purchase of permanent equipment, supplies, or materials that are not clearly aligned with expected project outcomes and implementation.
- Capital expenses – (equipment, materials, or supplies) that exceed \$5,000.
- Building construction, renovation, or other permanent capital projects.
- Regular salaries for employees of schools, districts, or Educational Service Districts (ESDs). Appropriate percentages of staff salaries can be listed as In-Kind Support.
- Fees for project staffing exceeding 50 percent of requested funding.
- Arts activities or programs that serve only select students within a class or grade level.
- Stand-alone field trips or assemblies.
- Travel out of the state of Washington, or fees to out-of-state contractors. Exceptions may be allowable with prior approval from the AIE Program Manager.

Project Budgets Should:

- Increase access to arts education programming for a diversity of K-12 students.
- Demonstrate budgetary support that matches (1:1) the amount of grant funding requested (*see Matching Funds below for additional information*).
- Correspond with expected project goals outlined in application narrative.
- Align with the above “Use of Funds” list.
- Be realistic and reasonable in scope.
- Overall, be reaching many students.

Additional Considerations:

- Costs for supplies, materials, permanent equipment, performances, and student tickets should make up a modest percentage of the overall funding request.
- Grant projects should involve many different arts education strategies and providers. No one individual should receive more than 50 percent of the ArtsWA grant request amount as their pay.
- Professional teaching artists or other providers of arts education must be paid a minimum of **\$30 per hour**. Professional compensation should include any project meetings, planning, design, and curriculum development time.
 - *Note: Artists who are serving as key partners may choose to offer a portion of their time as In-Kind Support. Grantees are encouraged to consider additional compensation for any meetings that teaching artists need to attend.*

Budget Support

Matching Funds & Project Income

Applicants must demonstrate budget support that matches the amount of grant funding requested. Your anticipated total project income must equal (1:1) or exceed your ArtsWA grant request amount.

- *For example, if your ArtsWA grant request amount is \$10,000 your total Project Income should be \$10,000 or more.*

Project Income can include:

- Funds from the Applicant Organization or Project Partner(s)
- Government or Private Foundation Grants
- Corporate or Local Business Support
- Other Local Support, e.g. *PTA, Individual Donors, Fundraising Event*
- Up to 70% of your Total Project Income can be allocated from anticipated In-Kind Support for your project.

In-Kind Project Support

In-Kind Support is the value of any goods or services that are being donated to your organization in support of your proposed project. Your project budget must show income from funding sources that equals (1:1) or exceeds your funding request. Up to 70% of your Total Project Income can be allocated from anticipated In-Kind Support for your project.

- *For example, if your ArtsWA grant request amount is \$10,000 your Total Project Income should be \$10,000 or more. Up to \$7,000 of estimated In-Kind Project Support can be allocated towards your Total Project Income to meet the (1:1) matching funds requirement. The remaining \$3,000 must be reflected as a cash-match in your Project Income budget.*

In-Kind Support must be:

- Realistic in scope.
- Aligned with expected project goals outlined in application narrative.
- Make up 70% or less of your Total Project Income.

Example Project Budgets

Project Expense Budget Example:

Project Expense Description	Hours, Rates, Quantities	Anticipated Expense	Amount to be Covered by ArtsWA Funds
Fees to Artists, Teaching Artists, and Arts Organizations (for instructional expenses)			
Teaching Artists - Visual	40 hrs @ \$50/hr	\$2,000.00	\$2,000.00
Teaching Artists - Dance	20 hrs @ \$50/hr	\$1,000.00	\$1,000.00
TA Assistants	60 hrs @ \$20/hr	\$1,200.00	\$1,200.00
Fees to Artists, Teaching Artists, and Arts Organizations (for non-instructional expenses)			
TA for Teacher Prep Wkshp	4 hrs @ \$50	\$300.00	\$300.00
Fees to Artists or Arts Organizations (for non-instructional expenses)			
Museum admission	100 @ \$6	\$600.00	\$0.00
Dance Performance	1 assembly at school	\$1,200.00	\$0.00
Fees for Project Planning, Curriculum, and Resource Development			
Planning Session Time (5 Educators)	10 hrs/ea @ \$40/hr	\$2,000.00	
Fees for Project Management or Outside Consultants			
Project Coordinator	200 hrs @ \$30/hr	\$6,000.00	\$3,000.00
Materials, Supplies, Transportation, Software, Other			
Visual Arts Supplies	5 projects x 4 classes	\$500.00	\$0.00
TA / Consultant Transp.	for school visits	\$250.00	\$0.00
Office expenses, printing	various, based on FY18	\$200.00	\$0.00

Total Project Expense: \$15,250.00

Total Amount Covered by ArtsWA Funds:

\$7,500.00

For a Balanced Budget:

- Total Cash Expense = Total Cash Income
- Total Amount Covered by ArtsWA Funds = Amount of ArtsWA Grant Request

Project Income Budget Example:

Project Income Description	Anticipated Cash Income	Confirmed?
ArtsWA Grant Request Amount	\$7,500.00	
Funds from Applicant Org or Project Partners		
% of Annual Fund	\$1,500.00	X
Mountain School District	\$1,200.00	
Government or Private Foundation Grants		
ABC Foundation	\$1,500.00	X
		X
Corporate or Local Business Support		
Howard's Hardware	\$250.00	
Other Support (e.g. PTA, individual donors, fundraising events, etc.)		
Sunshine PTA	\$800.00	X

Total Project Income: **\$12,750.00**

Total Project Expense: *\$15,250.00*

In-Kind Project Support Example:

Description of In-Kind Support	Source of Support (org, company, individual)	Estimated Value	Amount of In-Kind Allocated to Project Income:
Lesson Plan Printing Services	Partner Org	\$1,000.00	\$1,000.00
Assessment Consultant	Arts Consulting Co.	\$2,000.00	\$1,500.00

Total of In-Kind Support Allocated to Project Income: **\$2,500.00**

Total Project Income: **\$12,750.00**

= **\$15,250.00**

Contact Us

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