

Arts in Education (AIE) Project Grant Guidelines

[CLICK HERE TO APPLY](#)

About ArtsWA's AIE program:

ArtsWA expands arts learning opportunities for PreK-12 students. The Arts in Education program provides grants, professional development, youth leadership opportunities, and ongoing Arts in Education research. [Learn more about the Arts in Education program here.](#)

About this grant:

The Arts in Education (AIE) Project Grant supports collaborative arts education projects in Washington's schools, nonprofits, tribal communities, and other community settings. This grant supports efforts to sustain and grow arts and cultural learning engagement for PreK-12 students, educators, and families. Eligible projects must be accessible to the public.

This grant supports:

- **Emerging Projects (1-year grant):** The proposed project is in year 1- 3 of implementation and partnership development. This grant provides support for Emerging Projects July 1, 2023, to June 30, 2024.
- **Sustaining Projects (2-year grant):** The proposed project is in year 4 or beyond of sustaining implementation, partnership growth or project refinement based on community feedback. This grant provides support for Sustaining Projects July 1, 2023, to June 30, 2025.

Funding request amounts:

- Emerging Projects: \$3,000 - \$5,000 (*only full amounts awarded*).
- Sustaining Projects: \$10,000 - \$15,000 each fiscal year (*percentage awarded based on panelist scores*).
- No matching funds required.

Important dates:

- Application opens: January 25, 2023
- Application deadline: March 2, 2023, at 5:00 p.m.
- Notification of grant award: by June 16, 2023
- Grant funded activities:
 - **Emerging Projects:** July 1, 2023 – June 30, 2024
 - **Sustaining Projects:** July 1, 2023 – June 30, 2025
- Final reports due: July 31, 2024

Who is eligible to apply?

Any Washington State:

- Public school or school district
- Tribal, state, or municipal government agency
- Non-profit organization with 501(c)(3) status
 - Arts groups may apply as an Emerging Project using a fiscal sponsor that is a non-profit organization. You can find more information about fiscal sponsorship [here](#). You will need to submit one letter of commitment from your fiscal sponsor to apply.

Arts programming:

- All applicants must show a minimum of (1) full year of implementing arts education programming.

Who is not eligible to apply?

- Individuals
- For-profit organizations
- Political or advocacy organizations
- Organizations seeking to fund projects or programs that promote religious content or observance
- Organizations based outside of Washington State

Emerging and sustaining project eligibility:

Eligible projects:

- Projects that increase arts and cultural learning opportunities for PreK-12 students.
- Projects that include one or more partnerships between schools and community organizations.
- In-school and/or out-of-school projects that strategically increase public access for PreK-12 students.
- Projects that focus on sequential arts and cultural learning and thinking (not one-time arts experiences, performances, assemblies, or product creation without clear connections to student learning outcomes).
- **Note:** ArtsWA encourages Early Learning arts integration projects (PreK-3rd grade) to apply for a [Creative Start grant here](#).

Ineligible projects:

- Materials and equipment only (although this can be a percentage of your overall project budget).
- One-time events, assemblies, performances without clear connections to sequential and interactive learning experiences.
- Tuition-based programming that does not outline a no-cost or low-cost option for public access for PreK-12 students. If projects are tuition-based, the applicant must provide an equity and accessibility plan that includes full scholarships, reduced fees, transportation access, and/or collaboration with local public schools for outreach and partnership.
- Projects or programs that promote religious content or observance.

Can organizations apply for multiple ArtsWA grants?

Arts in Education (AIE) Project Grant program applicants can apply for and receive other ArtsWA grants if they support different expenses and services. Other ArtsWA grants include:

- [Grants to Organizations](#) - Ongoing
- [Creative Start Grant](#) - Opening March 2023
- [Wellness, Arts, and the Military \(WAM\) Grants](#) - Ongoing

How does ArtsWA select recipients?

Screening for eligibility

ArtsWA staff review Arts in Education (AIE) Project Grant applications submitted by the deadline for completion and eligibility. Staff send complete and eligible applications to a scoring panel.

Evaluation and scoring panel

A panel of arts education professionals, ArtsWA Commissioners, and staff evaluate eligible Arts in Education (AIE) Project Grant applications. Panelists use the scoring criteria below to give a numerical score to each application. An application's final score is the combined average of all panelists' scores. Applicants receive grant funds based on the ranking score order until available funds are exhausted.

What are the criteria used to score applications?

Panelists will assign each Arts in Education (AIE) Project Grant application a score between 0-100 using the criteria and point system below. 100 points is the highest possible score for this grant application.

1. **Project design:** (40 points possible) The proposal describes:
 - a. Arts Learning: Student-centered project summary, strategic partnerships, and relevant learning goals for students.
 - b. Project Management: Project budgeting, staffing plans, partnership commitment, and administrative support that is feasible for project implementation.
2. **Support for educators and artists:** (20 points possible) The proposal describes:
 - a. Clear financial support, adequate planning time, and relevant growth opportunities for contributing educators and artists.
3. **Community engagement** (40 points possible) The proposal describes:
 - a. Planning for Access: Focused actions that aim to increase access to arts programming for a diversity of students, educators, and families.
 - b. Community and Family Engagement: Efforts to invite student and family knowledge, culture, language, and experiences into the classroom.

Notification of grant award

ArtsWA sends notifications to Arts in Education (AIE) Project Grant applicants as soon as possible after the ArtsWA Board of Commissioners meet and approve final panel scores. Applicants will receive notifications via email no later than June 16, 2023.

What is required to apply?

All Arts in Education (AIE) Project Grant applicants:

- **Work sample:** Organizations applying to the Arts in Education (AIE) Project Grant must include (1) PDF work sample as part of their application. Work samples should be directly relevant to the proposed project and partnership and no more than three years old. The PDF can be a maximum of (5) pages. The PDF may include any combination of curriculum samples, student work, assessment and evaluation documentation, or other supplemental materials.
- **Letter of commitment:** Organizations applying to the Arts in Education (AIE) Project Grant must submit at least (1) letter of commitment and are allowed to submit up to (3). The letter(s) must be written by an individual who will be directly involved in the proposed project, including leadership from key partner organization or lead educator.
- **SWV number:** Organizations must have an [SWV \(Statewide Vendor\) number](#) to receive grant funds from the state. Applicants do not need an SWV number to apply but they must have a registered and up to date SWV number before they can receive funds. The SWV number registration process can take up to three weeks. If your organization has received payment

from Washington State in the past, it is likely you already have an SWV number. You can check on the status of your SWV number by using the [vendor number lookup](#).

- **UEI (SAM):** Organizations must have a Unique Entity ID (UEI) to receive grant funds from the state. The UEI is a 12-digit alphanumeric identifier that replaced the use of DUNS numbers after April 4, 2022. Anyone with a current registration at SAM.gov now has a UEI. To view your UEI in [SAM.gov](#), log in to your registration and follow the steps outlined in [this guide](#). If you do not have a SAM.gov account registration, complete the steps outlined in the *Guide to Getting a Unique Entity ID* linked [here](#).

How to apply:

Online application

Applicants to the Arts in Education (AIE) Project Grant must submit their application through the online grant platform, [Submittable](#). ArtsWA will accept applications in Submittable starting January 25, 2023, through **March 2, 2023, at 5:00 pm**.

Please see ArtsWA's [Submittable FAQ](#) for additional information on using this platform.

[CLICK HERE TO APPLY](#)

General grant policies:

- **Payments.** ArtsWA will send payments after the recipient's deliverables and invoice forms are completed and approved.
 - **Emerging Projects:** This a reimbursement grant. Grant recipients receive funds after project expenses have been incurred.
 - **Sustaining Projects:** Grant recipients will receive 50% of their funds after submitting a complete and approved project budget. Grant recipient will receive the remaining 50% of their funds after all project expenses have been incurred.
- **Documentation.** Grant recipients must track expenses, keep clear records, and provide appropriate and timely documentation.
- **Final reports.** Grant recipients must submit a final report to ArtsWA by July 31, 2024.

Use of ArtsWA funds

Examples of what we do fund:

- Fees for project staff can include:
 - Artists, Teaching Artists, and Arts Organizations
 - Project Planning, Curriculum, and Resource Development
 - Project Management and/or Outside Consultants
- Stipends for youth participation and leadership
- Travel expenses for in-state teaching artists and consultants
- Materials, supplies, software, and technology that clearly align with expected project goals:
Note: Material fees covered by ArtsWA grant funds cannot exceed \$5,000 for Sustaining projects and \$1,000 for Emerging projects.
- Administrative expenses, including printing costs, postage, and other administrative fees
- Fees for project related student tickets and transportation expenses

- Fees for increasing access to programming such as closed captioning, translation services, interpreters, differentiated curriculum/material development, or consultant support on these efforts

We cannot fund:

- Tuition-based programming that do not outline low-cost options for public access
- Purchase of food and beverages.
- Purchase of materials, supplies, software, and technology not aligned with project goals and/or that exceed \$5,000 for Sustaining projects and \$1,000 for Emerging projects.
- Building construction, renovation, or other permanent capital projects.
- Stand-alone field trips, events, or assemblies not aligned with project goals.
- Travel out of the state of Washington, or fees to out-of-state contractors.

Additional information:

Contact us

Tamar Krames, AIE Program Manager at 360-643-6385 or tamar.krames@arts.wa.gov

Audrey Molloy, AIE Program Coordinator at 360-252-9987 or audrey.molloy@arts.wa.gov

About ArtsWA

ArtsWA is the [Washington State Arts Commission](#). The Washington State Legislature and the National Endowment for the Arts fund our programs. Grants are contingent on available state and federal funding. ArtsWA complies with all local, state, and federal laws and regulations concerning civil and human rights. For more information regarding ArtsWA's policies on Accessibility, Diversity, and Nondiscrimination, [click here](#).

Transparency

Let us know if individuals involved with your organization also have an affiliation with ArtsWA. This includes ArtsWA staff, commissioners, consultants, contractors, current grant panelists, etc., or immediate family members of any of the former, who are affiliated with your organization. This is for transparency only; the panel will review your application without bias. [Read our full Conflict of Interest policy](#).

Appeals

Unsuccessful applicants may appeal in accordance with Washington Administrative Code (WAC) 30.12.036, found here: <http://app.leg.wa.gov/WAC/default.aspx?cite=30-12-036>.