



**Caldwell Arts Council**  
**Artists-In-Schools Grant Application Form, page 1 of 3**

**Artists-In-Schools Grant Program Information**

- (1) The Caldwell Arts Council will accept applications from any Caldwell County teacher or school administrator for projects which integrate the arts into the standard course of study or for art programs which enhance those studies. Priority will be given to collaborative requests.
- (2) Preference will be given for hands-on art activities and activities with strong student participation.
- (3) Grant Applications are due the 15<sup>th</sup> day of each month, September through February, or until the grant pool is expended.
- (4) Grant Applications submitted must be complete and contain all required signatures.
- (5) The funds granted must be spent during the school year for which they are awarded.
- (6) Follow up report forms and evaluations are required for all funded projects, and final payment of the grant will not be made until all reports are in - reports are due to the Caldwell Arts Council by 5:00pm on June 15<sup>th</sup> of that school year.

If you have questions, please call the Caldwell Arts Council at 828-754-2486 or email us at [info@caldwellarts.com](mailto:info@caldwellarts.com)

Title of Project: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Grant Amount Requested: \$\_\_\_\_\_

Schools Participating: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Caldwell Arts Council**  
**Artists-In-Schools Grant Application Form, page 2 of 3**

Criteria used as a basis for awarding the grants:

- the quality of the project
- creativity and innovation
- how the program is integrated into the required curriculum
- the number of students and/or teachers who will benefit
- willingness to network with other teachers and schools

Title of Project: \_\_\_\_\_

Project Summary (condensed to 1 or 2 sentences): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Project Dates: \_\_\_\_\_

**Submitted by**

Applicant: \_\_\_\_\_

School: \_\_\_\_\_

School Address: \_\_\_\_\_

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Check here if other schools are applying for this project.  
Preference may be given to collaborative efforts.

\*Principal's Signature of Approval: \_\_\_\_\_

\*Grade Level/Subject Area: \_\_\_\_\_

\*Number of Students Involved: \_\_\_\_\_

\*Total Amount Requested: \$ \_\_\_\_\_

\*if multiple schools, must have information for each school (may include attachments)

**Caldwell Arts Council**  
**Artists-In-Schools Grant Application Form, page 3 of 3**

(1) Detailed Project Description:

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(2) Itemize what the funds will be spent on (use separate sheet if needed):

Detailed Budget Request	Cost
	\$
	\$
	\$
	\$
	\$
Total:	\$
Matching funds to be provided by the school:	\$

Additional Funds: If additional funds are needed to carry out the project, please list source and amount:

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(3) What courses and goals in the standard course of study will this program meet? (Short answer is adequate.)

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(4) Students benefit more from a program with preparation. How will you prepare your teachers and/or students to participate in this program?

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Please condense additional information to one page.  
**Incomplete applications will not be considered.**  
**Please contact the Executive Director, Caldwell Arts Council, 828-754-2486 with any questions**

Completed grant application forms should be sent to  
Executive Director  
Caldwell Arts Council  
PO Box 1613  
Lenoir NC 28645

**Artists-In-Schools**  
**Grant Application Requirements, Criteria and Funding Priorities, page 1 of 2**

**Statement of Purpose**

“Throughout the age, humanity has striven to go beyond the limits of the immediate physical world to create that which was not there before and thus nourishing the human spirit.” (This was an excerpt from the NEA mission statement.)

The Caldwell Arts Council has adopted as one of its major avenues of purpose a sincerely focused goal of education. The stated objectives for obtaining this goal are: continue to provide a quality arts education programming led by professional, practicing artists in residency situations; maintain a working relationship with the Caldwell County Board of Education and administration to promote the merits of arts in education and to ensure the continuation of cultural programming as part of the public school system’s long-range plan; and provide opportunities for educational personnel in areas of integrated education and cultural arts programming. Written and adopted in 1990, these goals and objectives continue to be in the forefront of all Caldwell Arts Council program offerings.

**Requirements**

Applications for AIS funds must state a specific project. Typically, these funds will not be awarded for equipment/teaching materials, but in some instances, if this equipment is essential to successful teaching programs and/or arts residencies, requests will be allowed as part of that program budget. Projects must take place during the academic year and must be completed by June 15. The AIS Funds may be applied for by any certified personnel within the Caldwell County Schools system but must be spent on arts education programs only. Integrated projects are strongly encouraged, but the project must have strong goals to support and integrate the arts within the other curriculum.

Funds must be spent on projects exactly as stated in the original application. Any deviation from that original application will require a written request to the Caldwell Arts Council prior to completion of the proposed project. All unspent AIS grant funds must be returned to the Caldwell Arts Council with the final evaluation.

If a grant request is awarded, it is the obligation of the recipient to fulfill all obligations of the grant. Each AIS project will be required to submit a final evaluation at its completion and prior to final payment of the grant award.

Repeat applications for specific projects funded previously will not be given priority consideration. We encourage innovative and collaborative programming and preferential consideration will be given to those projects that most complement the stated and overall AIS program priorities.

**Guidelines and Criteria**

The guidelines and criteria for the AIS program are intentionally broad and the guiding phrase “overall development of arts education” in Caldwell County can include any number of project options. Obviously, all educational needs cannot be met each year. Therefore, certain priorities have been established as part of this newly designed program. Below are the areas of current priority:

- projects which are integrated into the standard course of study for the grade level being served
- projects which involve hands-on art activities
- projects and productions that will develop and encourage public knowledge, understanding and appreciation of the arts and arts education
- projects and productions that include active, creative, participatory experiences and spark higher level challenges and questions of inquiry

**Artists-In-Schools**  
**Grant Application Requirements, Criteria and Funding Priorities, page 2 of 2**

The following criteria are those being considered by the Arts Education Panel in considering funding requests. Please keep these in mind while developing your project.

- actual educational merits of the project itself
- artistic/educational quality of the project and artist(s) involved
- application exhibits sufficient preliminary planning and thought
- show innovation and originality of project
- projects fill a demonstrated educational void
- project is feasible within the school environment
- project suitable to facilities available
- applicant demonstrates the ability to monitor and evaluate the project
- number of children served
- quality of time spent in actual contact with the artist/company
- broad and lasting effect of the project, continued learning after the project
- Is the budget realistic; could it be done for less?