

# Teacher Arts Grants Application Information & Instructions 2017 – 2018 School Year



## The Teacher Arts Grants Program

The Teacher Arts Grants (TAG) program is an arts engagement initiative that awards grants to K-12 teachers to enhance classroom instruction with arts-based field trips or in-school experience connected to core curriculum.

The objectives of TAG are to:

- Provide equitable access to the arts for as many K-12 students and schools as possible.
- Improve student academic achievement.
- Improve student 21<sup>st</sup> century skill development.

## Who can Apply for TAG?

Any school, public or private, serving K-12 students in Greater Louisville, which is defined as the counties listed below.

- Kentucky counties: Jefferson, Shelby, Oldham, Spencer, and Bullitt
- Indiana counties: Clark and Floyd

Please note that if your school receives 5x5 funding from the Fund for the Arts, you are not eligible to apply for a Teachers Arts Grant. To learn more about 5x5, visit the 5x5 page on the Fund for the Arts website, located [here](#).

All TAG applications must have Principal approval in order to be considered for funding.

## How to Apply for TAG

### 1. Review the 2017-2018 Education Brochures.

Your school may apply for any of the programs listed in the Education Brochures. Please read the program descriptions carefully before submitting your application. Please note that there are many new programs being offered this year. You can access the Education Brochures on the TAG page of the Fund for the Arts website: <http://fundforthearts.org/arts-impact/kids-and-families/everychild/tag/>.

### 2. Discuss with your principal, ILT/SBDM, and teachers (if applicable) their arts programming interests for the coming school year.

Ask questions like “what arts discipline would you like to see in your classroom (drama, dance, music, visual art)?” or “what content area would you like the arts to help reinforce?”

### 3. Contact the Arts Group(s).

Talk with the arts group(s) that provide the programs for which you'd like to apply. Share with the group what you are trying to accomplish in your classroom or school and ask how they can help meet your achievement goals. Also confirm with the group what the cost of the program would be for the number of students you would like served.

### 4. Complete the TAG Program Request Form.

Please complete one Program Request Form for each program you'd like to request. For example, if you are requesting “Day of Dance” and “Chamber Ensemble Visit”, please submit two separate request forms. If you have more than one grade participating in a program, you will submit only one request for that program.

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Please note: You no longer need to complete a TAG Narrative or School Profile. All required application information will be collected via the TAG Program Request Form.

To access the program request form, go to the TAG page of the Fund for the Arts website: <http://fundforthearts.org/arts-impact/kids-and-families/everychild/tag/>.

Tips for Completing your Program Request Forms:

- Limit your use of bullets and other formatting.
- Copy and paste as needed.
- Log into your account at [https://www.grantrequest.com/SID\\_5723?SA=AM](https://www.grantrequest.com/SID_5723?SA=AM) to access saved and submitted requests.
- Add [mail@grantapplication.com](mailto:mail@grantapplication.com) to your safe senders list to ensure you receive all system communications.

## Award Amount & Eligible Expenses

There is no minimum or maximum amount for TAG awards.

TAG funds may be used to pay for programs included in the Education Brochures, this includes the program, bus costs to transport students to and from the program, and mileage costs for the arts groups to travel to and from the school.

## Application Review Criteria

The TAG applications will be evaluated on the following criteria:

1. The application offers students with arts-based programs that connect directly to core content and will enhance student learning and development.
2. The application is complete, well-written, and easily understandable.
3. The per student cost of each program request included in the application.
4. The application was approved by the principal.

## Program Timeline

Early May 2017	Applications open
July 15, 2017	Round 1 Applications Due
Sept.15, 2017	Round 2 Applications Due

Best efforts will be made to determine funding awards by the first day of school for the Round 1 deadline and within two weeks of the Round 2 deadline.

Any applications not awarded in Round 1, will automatically be re-considered for funding in Round 2.

## How will I know if my School Receives a TAG Award?

An email will be sent to the teacher who submitted the application with a copy to your principal verifying the program and funding awarded.

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## What is Required of my School if we Receive a TAG Award?

Schools that receive a TAG award must complete the following requirements:

- Completing the Program Schedule form to let us know when your TAG program will take place.
- Completing the Impact Report to let us know how your TAG program benefited your students.
- Submitting Student Thank You Notes and photos to help us show appreciation for the donors who make the TAG program possible.

## How does the Arts Group get Paid for its Services?

In past years, Fund for the Arts has issued each TAG award recipient a voucher to give to the arts group, which the arts group would then give to the Fund for the Arts to receive payment. This year, in response to teacher and arts group feedback, we will no longer issue vouchers. Our goal with this change is to eliminate as much paperwork as possible for teachers and arts groups.

Once a TAG program is completed, the arts group will send an invoice to the Fund for the Arts, detailing the date the program was provided and the number of students that participated. Your school will not receive a voucher; and instead will confirm the date the program was provided and the number of students that participated in your Impact Report.

## Contact Information

If you have any questions about TAG, please contact Kat Abner, Impact Officer at the Fund for the Arts, at (502) 582-0127 or [kabner@fundforthearts.org](mailto:kabner@fundforthearts.org).