



# Reentry Through the Arts

## 2017-18 Grant Guidelines

***Deadline: March 22, 2018, 5:00 PM – (Online Submission)***



The Mission of the California Arts Council, a state agency, is to advance California through the arts and creativity.

Learn more at [www.arts.ca.gov](http://www.arts.ca.gov)

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8:00 a.m. - 5:00 p.m.

Monday through Friday

**Purpose:** The California Arts Council (CAC), a state agency was established in January 1976 to encourage artistic awareness, participation, and expression; to help independent local groups develop their own arts programs; to promote employment of artists and those skilled in crafts in the public and private sector; and to enlist the aid of all state agencies in the task of ensuring the fullest expression of our artistic potential.

**The Council:** The appointed Council of the CAC consists of 11 members who serve staggered terms. The Governor appoints nine members, the assembly Speaker appoints one member, and the Senate President pro Tempore appoints one member. Council members serve without salary, elect their own officers, and meet throughout the state to encourage public attendance. This body sets policy and has final approval of CAC grants.

**Mission:** To advance California through the arts and creativity.

**Vision:** The CAC envisions a California where the lives of all Californians are enriched by access to and participation in a diverse spectrum of arts and cultural experiences and the arts ecosystem reflects contributions from all of California's diverse populations.

**Funding:** The CAC is a state agency, funded from the state's annual budget process and proceeds from the California Arts License Plate and the Keep Arts in Schools tax return voluntary contribution fund, supplemented by funds from the National Endowment for the Arts. Its grants are usually matched by foundations, individuals, earned income, government agencies, or other organizations.

**Information Access:** Pursuant to the Public Records and Open Meeting Acts, applications and their attachments are not confidential and may be requested by the media and/or public. Observers may attend but may not participate in, or in any way interfere with, Council meetings. Meeting dates and locations are posted at [www.arts.ca.gov](http://www.arts.ca.gov). Each meeting provides a designated time for public comment, although comments may be time-limited.

**Grants Panels:** Applications are evaluated by panels of experts, recognized in their respective fields, who rank applications according to program criteria. The CAC staff provides information but not recommendations to the panel. The Council reviews panel recommendations before making final funding decisions.

**Appeal Process:** Appeals to CAC funding decisions must be submitted on an official Appeal Form, available from the CAC, and postmarked within 45 days of the decision. Appeals are granted only on the following grounds:

1. Panel's assessment was based on a misstatement of factual information as contained in the application such that it negatively influenced the panel's recommendation; and/or
2. Incorrect processing of the required application material such that it negatively influenced the panel's assessment of the applicant's request for funding.

**Note:** Dissatisfaction with award denial or with award amount is not grounds for appeal.

**Requirements:** The CAC is mandated both by federal and state regulations to fund only organizations that have proof of tax-exempt status under sec. 501(c)(3) of Title 26 of the Internal Revenue Code (Fiscal Sponsors are eligible in some programs), or nonprofit status under sec. 23701d of the California Revenue and Taxations Code, or entities that are a unit of government; and that comply with the Civil Rights Acts of 1964, as amended; sec. 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975; the Drug-Free Workplace Act of 1988; California Government Code secs. 11135-11139.5 (barring discrimination); the Fair Labor Standards Act, as defined by the Secretary of Labor in part 505 of title 29 of the Code of Federal Regulation; the Americans With Disabilities Act of 1990 (ADA); the Fair Employment and Housing Act; and the Personal Responsibility and Work Opportunity Reconciliation Act of 1996.

**Ownership, Copyrights, Royalties, Credit:** The CAC does not claim ownership, copyrights, royalties, or other claim to artwork produced as a result of a CAC grant. However, the CAC reserves the right to reproduce and use such material for official, noncommercial purpose, including but not limited to use on the CAC website, social media and print materials. In addition, the CAC requires documentation of grants activity, and appropriate credit for CAC partial support.

## REENTRY THROUGH THE ARTS

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**DEADLINE: March 22, 2018, 5:00 PM**

**Apply at [CalartsCouncil.smartsimple.com](http://CalartsCouncil.smartsimple.com)**

**Up to \$50,000**



### **Background**

Reentry Through the Arts (RTA) is a grant program rooted in the California Arts Council's (CAC) belief that the arts are a powerful vehicle for positive change in people, communities and society. RTA was initiated in response to the Senate Budget Act of 2016 that states "The Arts Council shall develop a reentry or bridging program to facilitate and expand arts programs designed to help inmates transition from incarceration back into their communities and prevent those on probation, parole, or post-release community supervision from being incarcerated."

Arts participation can be an effective vehicle for rehabilitation, healing and skill building for formerly incarcerated people of all ages. Expanding on the tenets of restorative justice, this grant opportunity supports projects that utilize the arts in a holistic approach to re-integrating formerly incarcerated adults into society and supporting their journey to become contributing members of their communities.

Through this program, the California Art Council is exploring the power of the arts to achieve the following outcomes:

- Bridge the community-prison division by providing opportunities for structured artistic interactions between community members and formerly incarcerated adults
- Utilizing artistic and cultural experiences to positively impact the lives of formerly incarcerated adults, their families and their communities
- Demonstrate the impact of restorative justice strategies and trauma-informed care in collaboration with the arts for formerly incarcerated adults and communities
- Develop an understanding of best practices for community engaged, creative strategies to support positive reentry for formerly incarcerated adults

### **Purpose**

The RTA grant supports high-quality arts programs for adults who have been convicted of a criminal offense and have served time in correctional institutions. The proposed project must include the arts as a central component of a holistic and integrated approach to reentry that also includes other community-based support services including but not limited to mental health and/or drug treatment, job skills training, job placement, and/or case management. The proposed project must be designed and developed in partnership between an arts entity/provider and a social service or community-based facility/agency that serves formerly incarcerated adults. The project should demonstrate significant planning, and should reflect a collaborative relationship between the partnering organizations.

The proposed project must:

- Provide opportunities for arts engagement to formerly incarcerated adults. Arts engagement includes active participation or learning activities over a period of time. Projects can include arts exposure or appreciation components, but those must be in addition to hands-on activities.
- Develop or strengthen partnerships between social service providers for the intended population and arts organizations/artists serving the same population.
- Identify potential criteria for measuring long-term success of arts programs serving formerly incarcerated adults and addressing reentry goals and objectives.
- Identify reentry goals and set measurable objectives for activities taking place as part of the grant project.
- Demonstrate the value of arts engagement for formerly incarcerated adults.
- Include culturally-competent and equity-based approaches that foster the principles of restorative justice.

Funded projects in this program will help to guide the further development of the RTA grant program. Successful applicants may also be required to participate in technical assistance and training opportunities. Technical assistance may take the form of convenings, webinars, learning communities, workshops and more.

### **Applicant Eligibility**

- The applicant must be a California-based nonprofit organization, local arts agency, or unit of government.
- If a nonprofit organization, education or social service agency, the applicant must demonstrate proof of nonprofit status under section 501(c)(3) of the Internal Revenue Code, or section 23701d of the California Revenue and Taxation Code
- Applicant organization must have two years of experience working with incarcerated and/or formerly incarcerated adults.
- Artists working with the applicant arts organization must show professional experience of **at least two years**; must be residents of California; and may not be engaged in the project as full-time students in a degree program.
- The applicant may be either the arts partner or social service or community-based facility/agency, except for the following scenarios:
  - The applicant must be the arts partner if the partnership is composed of one arts nonprofit and multiple facilities/agencies.
  - The applicant must be the social service partner if the partnership is composed of one social service facility/agency and multiple artists or arts nonprofits.
  - The applicant must be the social service partner if the partnership is composed of one facility/agency and an individual artist or artists.

*This program is not designed to accept applications with partnerships between multiple social service facilities/agencies and multiple arts organizations/multiple groups of teaching artists.*

- The applicant organization will assume fiscal/contractual responsibilities, if awarded a grant.

- Applicants must complete and submit a CAC DataArts Funder Report at the time of application.
- Use of Fiscal Sponsors is not allowed.

### **Project Requirements**

- By June 30, 2019, the applicant must develop and complete a project addressing the program's purpose.
- Fees for individual artists and/or arts workers to be supported by this grant must be commensurate with experience and comparable to fees for other local skilled workers.
- The project must provide arts engagement opportunities to formerly incarcerated adults, utilizing California-based teaching artists or artists-in-residence.
- Project must include an evaluation plan to collect data, measure outcomes, and publish and share information. The project must attend specifically to the needs of the intended community, utilizing ongoing assessment metrics to evaluate both artistic and reentry-related outcomes.
- **Accessibility:** CAC is committed to making the arts accessible and inclusive for all Californians. All CAC-funded programs, services, information, and buildings and facilities where funded activities take place must be accessible. Please see Page 2: Requirements for more information.
- The project must be designed and developed in partnership between applicant and one or more partner organizations, including at least one arts partner with a history of serving the intended population and at least one community or social services partner serving the same. Partner commitment letters are required at time of the application.

#### **Arts Partner Definition:**

- Arts and arts education nonprofits with a history of serving the intended population  
OR
- Individual or groups of artists/teaching artists not associated with an arts nonprofit, but with a history of serving the intended population. **In this case, the applicant must be the social service partner.**

#### **Social Service Partner Definition:**

- A non-profit or government entity serving formerly incarcerated adults.  
If unclear about appropriate partner(s), contact Programs Officer (see Staff Assistance).
- The project should demonstrate significant planning and should reflect a collaborative relationship between the arts organization and the facility/agency. Both the applicant and the partner organization should have clearly defined project and decision-making responsibilities.
- Project must address how arts engagement is integrated with other services such as job skills training, job placement, mental health and drug treatment, case management, and/or housing services.
- Successful applicants may be expected to:
  - Participate in technical assistance and training activities.
  - Participate in and cooperate with program evaluation implemented by the CAC

### **Eligible Request Amounts**

Organizations can request up to \$50,000. However, the request for this program cannot exceed 50% of an organization's total operating revenue from the last completed fiscal year as reported in their DataArts Funder Report. Organizations are encouraged to apply for a request that is reasonable, in relation to the organizational budget size.

### **Funding Restrictions**

- **NEW for FY17-18:** Total of all application requests in FY17-18 cannot exceed 50% of an organization's total operating revenue from the last completed fiscal year. If applying to one or more CAC grants in a grant cycle, the total amount requested cannot exceed 50% of what is reflected in the organization's Total Operating Revenue line in the DataArts Funder Report.
- Applicants to this program are not restricted from applying and receiving another CAC program grant as long as those funds are used for different projects and purposes. To meet this criterion, applicants must demonstrate that projects:
  - Serve different groups of people
  - Take place in different spaces, times, and/or contexts
  - Achieve fundamentally distinct programmatic outcomes
- **Projects primarily serving youth or young adults that are experiencing reentry after having been engaged in the juvenile justice system should apply in the JUMP StArts grant program.**
- Neither the award nor the match may be used to supplant state-funded expenses.

### **Matching Funds**

Matching funds are not required for this grant.

### **What the CAC Does Not Fund**

- Hospitality or food costs
- Former grantee organizations not in compliance with CAC grant requirements (as stipulated in grant agreement)
- Non-arts organizations not involved in arts activities (as applicants)
- For-profit organizations (as applicants)
- Fundraising activities or services such as annual campaigns, fundraising events, or grant writing
- Programs of other state or federal agencies
- Programs or services intended for private use, or for use by restricted membership
- Projects with religious purposes
- Operational, administrative or indirect costs of schools, colleges, or universities, or any activities that are part of the curricular base of these institutions
- Trusts, endowment funds or investments
- Capital outlay, including construction; purchase of land, buildings, or equipment other than consumable production materials; or for the elimination of accumulated deficit

- Out-of-state travel activities
- Expenses incurred before the start or after the ending date of the funded activity period
- Lobbying activities that are intended to influence the actions, policies, or decisions of government officials.

### **Application Process**

Applications will be available online through the CAC's new online application system, [calarts council.smartsimple.com](http://calarts council.smartsimple.com). Only applications submitted through the system by the deadline will be accepted. Information on the registering with a user account for [calarts council.smartsimple.com](http://calarts council.smartsimple.com) can be found on the CAC's website here: <http://arts.ca.gov/programs/smartsimple.php>.

### **Review Criteria**

A peer review panel will evaluate applications based on the following criteria:

- **Project Design and Implementation:** Project design indicates realistic timeline, appropriate budget, clear artistic and community-based objectives and achievable outcomes. Design articulates methods to evaluate and measure success, collect and analyze data, and document activities. Design demonstrates depth of participant involvement over time.
- **Artistic Merit:** Artists involved in the project demonstrate skills, expertise, and experiences that are central to the outcomes of the project design. Artists demonstrate experience working with intended community. Artistic processes and outcomes are appropriate to intended community.
- **Community Impact:** Project demonstrates reach and/or depth of engagement for intended community. Project implementation and evaluation involve significant participation by the intended population in accordance with the identified project outcomes.
- **Management and Leadership:** Ability of applicant organization to implement proposed project is clearly demonstrated by qualifications of project's team, viability of project budget, and overall fiscal and managerial health of applicant and partnering organizations.

### **Peer Panel Evaluation and Ranking Process**

The panel's review of applications and work samples is a multi-step process and involves assigning numerical ranks to an application. A 6-point ranking system will be implemented. Panelists' ranks are averaged to obtain the final score.

For each of the rankings listed below, the description refers to the content of the application,

where the application is defined as the entire grant proposal that articulates the content of programs and services to be rendered by the applicant.

<b>6</b>	<b>Exemplary</b>	Meets all of the review criteria to the highest degree possible
<b>5</b>	<b>Strong</b>	Meets all of the review criteria in a significant manner
<b>4</b>	<b>Good</b>	Meets all of the review criteria to some extent; however, areas of the application need improvement, development or clarification
<b>3</b>	<b>Marginal</b>	Does not meet the majority of the review criteria in a significant manner
<b>2</b>	<b>Weak</b>	Significant inadequacies in addressing review criteria; proposals that do not meet the program requirements
<b>1</b>	<b>Ineligible</b>	Incomplete applications, applications that do not meet eligibility criteria or that include significant ineligible expenses in application budget. Former grantee organizations not in compliance with CAC grant requirements.

Depending on the amount of funds available and the number of applicants, a cutoff point will be made based on the ranking. Funding recommendations will be decided through this process.

#### **California Arts Council Decision-making**

The final authority for grant decisions is the appointed Council. Subsequent to receiving and reviewing the peer panel's ranking recommendations, the Council will consider the panel's recommendations and make final funding decisions at a public meeting.

If approved by the Council for support, grant amounts may differ from the request amount due to the level of funding available to the program, demand on that funding, and/or the rank a proposal receives from the peer review panel.

Should a grant award be made for an amount less than the request amount, the applicant will be required to confirm that the goals expressed in the application can be met or modified with a lesser grant award than the original request.

#### **Timeline**

<b>March 22, 2018, 5:00 PM</b>	<b>Application deadline (online)</b>
June 2018	Funding decisions
June 2018	Funding notifications
June 30, 2018 – June 29, 2019	Funded activity period

### **Grantee Requirements**

Grantees must comply with all requirements as stipulated in the grant agreement including, but not limited to the following:

- To better inform our elected representatives as to the value of the arts and the use of state funds, you will be expected to include--with your approved grant agreement-- photocopies of signed letters that you have sent to the Governor and your State Senate and Assembly representatives thanking them for your grant.
- Use CAC logo on all printed, electronic materials, and websites (programs, catalogs, postcards, posters, newsletters, leaflets, publications, etc.) that specifically reference this grant.
- Credit the CAC on all printed and electronic materials: *"This activity is funded in part by the California Arts Council, a state agency."*
- When discussing the project and activities supported by this grant, verbal credit must be given to the CAC.
- Reports summarizing grant-funded activities and accomplishments will be required.
- Successful applicants may be expected to:
  - Participate in technical assistance and training activities.
  - Participate in and cooperate with program evaluation implemented by the CAC

### **Staff Assistance**

CAC staff is available to offer guidance and clarification in preparing your proposal. We recommend that you contact staff well in advance of the deadline to ensure you can be accommodated. People who are Deaf, Hard of Hearing, have difficulty speaking, or who are Deaf Blind may dial 711 to reach the California Relay Service (CRS).

**Contact: Shelly Gilbride, PhD. Programs Officer**

[shelly.gilbride@arts.ca.gov](mailto:shelly.gilbride@arts.ca.gov) or (916) 324-0075