



September 28, 2009

To: Principals, all Art Contacts and
Visual Arts Specialists at the Secondary Level
Edmonds School District 15 area Schools

From: Darlene McLellan
Grants Committee Chair
Edmonds Arts Festival Foundation

The Edmonds Arts Festival Foundation is pleased to be able to provide funding for the visual arts in our community schools. The FALL 2009 visual arts grant application is attached.

Visual arts projects for consideration should show the creative extension of classroom education and resources for the direct benefit of students by

- (1) encouraging community resources in the visual arts such as mentorships, cultural resources, and studio visits;
- (2) emphasizing the process involved in the creation of a visual work of art;
- (3) demonstrating the integral nature of the visual arts in all of living; and
- (4) contributing to teacher training and sustainable activities in the classroom.

This grant process is open to all educators in the district and we encourage teachers to interact with their school's visual arts teachers and arts contacts.

The attached Visual Arts Idea Grant Guidelines and Application (two pages) may be copied for use by teachers at your facility. A PDF file of this information may be downloaded from the Grants section of www.eaffoundation.org. Completed applications must be delivered to the office of Laurie Piper, Community Arts Coordinator for the Edmonds School District, at the Educational Service Center no later than **close of business day, Wednesday, October 21st, 2009** to be considered.

GUIDELINES 2009 - 2010 School Year Visual Arts Idea Grant

Edmonds Arts Festival Foundation Grants Committee
c/o Laurie Piper, Community Arts Coordinator
Edmonds School District 15 - 425.431.7115
20420 68th Avenue West, Lynnwood, WA 98036-7400
Information: Darlene McLellan, Grants Chair, EAF Foundation 425.771.1984



Purpose of the EAFF Visual Arts Grants - To promote and encourage opportunities in the visual arts for all students. (*Visual arts* is defined as two and three dimensional works of art not exclusive of technology.)

Applications will be accepted for single classroom projects; joint venture projects in which two or more teachers join together; and/or projects which are department, school or district wide, with **monetary awards not to exceed \$1000**. Maintain realistic and attainable goals and project elements that can be successfully completed.

Grant awards are based on the following criterion:

Projects should show the creative extension of the classroom educational program and resources for the direct benefit of students for their visual arts education by:

- (1) encouraging community resources in the visual arts such as mentorships, cultural resources, and studio artist interaction;
- (2) emphasizing the process involved in the creation of a work of art;
- (3) demonstrating the integral nature of the visual arts in all of living; and
- (4) contributing to teacher training and sustainable activities in the classroom.

The visual arts need to be clearly shown as an equal curriculum partner.

Grant requirements:

- Funds are to be spent within the current school year.
- Contract must be signed and returned to the EAFF Grants Committee.
- Final report with receipts, photos, etc. is to be sent to the EAFF Grants Committee at completion of project, but no later than end of July 2010.
- Requests for transportation costs should clearly show method of transport and cost per student/classroom, etc.
- Costs for substitutes will be considered with appropriate documentation.

Applications may be typed or printed.

Application package (**original and five copies**) must reach the address listed above by close of the business day on **WEDNESDAY, OCTOBER 21, 2009** to be considered.

Notification of awards will follow review, in approximately four weeks from deadline. For questions call 425-771-1984, Darlene McLellan, Chair EAFF Grants Committee.

APPLICATION 2009 - 2010 School Year Visual Arts Idea Grant

Edmonds Arts Festival Foundation Grants Committee
c/o Laurie Piper, Community Arts Coordinator
Edmonds School District 15 - 425.431.7115
20420 68th Avenue West, Lynnwood, WA 98036-7400
Information: Darlene McLellan, Grants Chair, EAF Foundation 425.771.1984



Please read the EAFF Visual Arts Grant Guidelines (page 1 of 2).

- ◆ You may submit more than one Visual Arts Idea Grant request.
- ◆ Each will be evaluated individually.
- ◆ Do not mix several projects into one application.
- ◆ Complete Application package must include the original and five copies.
- ◆ Complete Application package must be at the address listed above no later than close of the business day on **WEDNESDAY, OCTOBER 21, 2009** to be considered.

Include the following information on the cover page of your grant application

(please use this order):

- (1) Project Title and \$\$ (dollar amount) Requested
- (2) Date of application
- (3) Applicant(s)
- (4) Position(s) - (principal, teacher, volunteer, specialist, etc.)
Subject Area(s) and Grade level(s)
- (5) School (include address)
- (6) Contact Phone - day and evening, if possible
- (7) Specify Name & Address to which check would be written and sent
(individual teacher or school-based account)

Providing this information now will facilitate your funding!

PROVIDE THE FOLLOWING in the body of the application:

- Project Title and \$ Amount Requested
- Answers to the following questions:
 - (1) What is the specific purpose of the project?
 - (2) How many students will directly benefit from this project?
 - (3) What is your project plan?
 - (4) What materials are needed? Do you have additional resources?
 - (5) Will community resources, parents or volunteers be involved in this project? How?
 - (6) How does this project support or enhance the visual arts curriculum?
 - (7) In what ways is this project creative or innovative?
 - (8) Will this project contribute to teacher training and/or sustainable activities in the classroom?
- Include Itemized Budget (Show sufficient detail such as price lists, shipping, etc.)
- Indicate both Total Project Budget \$ and the amount requested in this grant application.
(Indicate funding partners, school site involvement and "in kind" donations.)
- **Finish the application process with this statement followed by signature(s) and date.**
"I understand that if approved, the Edmonds Arts Festival Foundation funds requested will be used only for the purposes represented in this application."
(This will serve as the contract signature should your application be approved.)



GRANT RECIPIENT FINAL REPORT
EAF Foundation Visual Arts Idea Grants

When the project is completed, a final report should be made to the EAFF Grants Committee. This should be accomplished **no later than July 2010**. It is hoped that this report include photographs and some form of "journal" or progress evaluation, and of course the necessary receipts and financial accountability. In it the grant recipient should consider the following questions:

1. How successful was the project?
2. Is this within a larger goal? Will you be building from this opportunity?
3. Was there a quality teacher training component?
4. Did this project provide for sustainable activities in the classroom?

The opportunity to publish what we are doing allows continued program growth. Should there be opportunities to view the project in progress or witness the results, we would certainly make every attempt to be available.

Please contact Darlene McLellan, Grants Committee Chair, should there be an opportunity for publicity. She will arrange for press releases when possible. Photographs are always helpful but we must have consent forms and names included to use photos of students.

For assistance call Darlene McLellan, at 425.771.1984 or email at hardarmc@verizon.net or Laurie Piper, 425.431.7115

Final reports should be mailed to:

Darlene McLellan, Chair
Grants Committee
Edmonds Arts Festival Foundation
P.O. Box 699
Edmonds, WA 98020-0699