

Arts Quincy
America's 1st Arts Council
Art\$ Dollar\$ Program
300 Civic Center Plaza, Suite 244
Quincy, Illinois 62301-4162

Non-Profit Org.
U.S. Postage
PAID
Quincy, Illinois
Permit No. 950

Phone: 217-222-3432



Funded in part by the Illinois Arts Council, the city of Quincy and the business and individual members of the Quincy Society of Fine Arts.

2015-16 ART\$ DOLLAR\$

Attached are the Arts Quincy's (AQ) 2015 Art\$ Dollar\$ Program Guidelines and Application Forms. Art\$ Dollar\$ is funded in part by the Illinois Arts Council, the city of Quincy, The Tracy Family Foundation, The Community Foundation, The Rotary Club of Quincy and The Quincy Service League, and the business and individual members of the Quincy Society of Fine Arts.

Matching grants will be awarded for public arts projects within Adams County. *The deadline for application is Friday, October 23, 2015 for projects taking place between January 1, 2016 and December 31, 2016.*

In 2014-15 AQ received \$14,000 in requests for the 2015 Art\$ Dollar\$ program.

The Art\$ Dollar\$ program will accept ONE request from each applicant for up to \$500 in matching funds. It is anticipated that the Art\$ Dollar\$ program hopes to award a minimum of \$10,000 to approximately 20-25 projects. It is expected that the average award will be approximately \$375. To apply you must be a non-profit organization. Service agencies, schools, and other community groups are eligible for arts projects funding. Individual artists wishing to work in a school or community agency should contact that agency directly.

All funds awarded for 2016 must be requested by December 31, 2015. If you receive an award, your organization must submit a *Cash Request*, along with a copy of your *Letter of Appreciation* (sent to: Shirley R. Madigan, Chair, Illinois Arts Council Agency, 100 W. Randolph, Ste. 10-500, Chicago IL, 60601) stating your thanks for receiving the funds from QSFA. If you do not submit the cash request and a copy of your letter of appreciation by this date, your funds will not be awarded. In addition, if you've received a prior year grant award, payment will be held on the current grant until the past project evaluation is submitted.

2016 ART\$ DOLLAR\$

ART\$ DOLLAR\$ TIMELINE

If you would like assistance, or have questions regarding specific projects you want to initiate, please call Arts Quincy @ 222-3432.

October 9, 2015: Application Workshops at noon & 5 pm (Call to RSVP)

October 23, 2015: Deadline to submit applications

November 9-13, 2015: Panel Review and Allocation Recommendations

November 16-20, 2015: Executive Committee review and recommendations

December 8, 2015: QSFA full board review and final approval

December 31, 2015: Prior year's Evaluation Forms deadline

January 4, 2016: Funds Available

December 31, 2016: Project Completion Date

MAXIMUM REQUEST ONE APPLICATION for a total of \$500 in matching funds from any ONE organization.

WHO WE FUND

Non-profit community based organizations that are located in and serve Adams County, Illinois.

Groups of two or more organizations who apply as a consortium presenting a single application to effect a joint solution to a common problem.

FUNDING PRIORITIES

AQ will give special priority to projects which:

- * Provide direct financial support to Adams County arts organizations and individual artists,
- * Include professional arts activities in schools, at all levels,
- * Include professional arts activities in after school "latch-key" programs,
- * Introduce the arts to new audiences,
- * Encourage new works and innovative projects,
- * Provide increased opportunities for minority involvement,
- * 30% of funds will be awarded to projects which facilitate the full and equitable participation of the under-served population.

WE DO NOT FUND:

- * For profit organizations
- * Direct grants to individual artists
- * Incomplete or unsigned applications
- * Capital improvements, purchase of real property, permanent equipment and accumulated deficits
- * Projects that are part of the curriculum of schools, colleges and universities
- * Individual artists requests to work in schools or community organizations
- * Projects which are considered hobbies or therapeutic and/or recreational in nature
- * Completion of previously funded projects
- * Expenses incurred prior to project start date

**REVIEW PROCESS
AND CRITERIA**

The Review Panel is composed of leaders from every segment of the community. They will review and rank each application and make funding recommendations based on the following criteria:

***Quality of Project**

will be broadly defined and determined by support documentation submitted by applicant as judged in relationship to the applicant's artistic goals.

***Community Support**

may be demonstrated by attendance of community residents at previous performance and exhibits, or letters of support.

***Potential Impact**

Applicants who most clearly connect their goals and ongoing activities will be given priority.

***Ability to Complete the Project**

Will be judged by the applicant's past accomplishments as well as description of strategies or plans for successfully carrying out the proposed project.

INSTRUCTIONS FOR
SUBMISSION OF GRANT
APPLICATION

- * Mailed applications must be postmarked by the U.S. Post Office *no later than Friday, October 23, 2015.*
- * Hand delivered applications will be accepted *no later than 5:00 p.m. on Friday, October 23, 2015.*
- * Completed applications must be submitted to:

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For a complete application, please submit materials in the following order:

- FOR APPLICANTS:
- * Submit one original application with original signatures
 - * Documentation of the proposed project (brochures, resume of consultant, conference schedules, fees, etc.)
 - * Brief History of Organization (New Applicants Only)
 - * Articles of Incorporation (New Applicants Only)
 - * Proof of Tax-Exempt Status (New Applicants Only)
 - * Recent Annual Report to Secretary of State
 - * Current Board of Directors
 - * List of Key Staff

NAME OF ORGANIZATION _____

ADDRESS _____

Tax Exempt # _____

E-MAIL: _____

Web Site: _____

PRESIDENT _____

Phone # _____

CONTACT PERSON _____

Phone # _____

PROJECT TITLE _____

GRANT REQUEST \$ _____

TOTAL NUMBER OF PERSONS SERVED BY THE PROJECT: _____

PROJECT DESCRIPTION: _____

Does your organization have:

Board of Directors?	_____yes	_____no	How many? _____
Paid Staff?	_____yes	_____no	How many? _____
Non-Profit Status?	_____yes	_____no	

STATEMENT OF ASSURANCES

I verify that all the information provided in this application is true and accurate to the best of my knowledge. I understand that all 2016 awarded funds must be requested by the grantee by December 31, 2015. I also understand that 2016 grant funds will be held for payment until 2014-15 evaluations are submitted.

Signature: _____

Date: _____

you received past funding from Art\$ Dollar\$ _____ (Application continued on reverse Have _____yes _____no

Year Amount PROGRAM	BRIEF	DESCRIPTION	OF
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

PROJECT BUDGET

EXPENSES: Itemize below all expenses such as personnel, publicity, travel, etc.

ITEM	<u>ANTICIPATED CASH EXPENSE</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Total Cash Expenses \$ _____

