

2024 Programmatic Support - Dutchess Partners in the Arts Guidelines

Application Deadline: Thursday, April 4, 2024 at 11:59 PM

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1.0 - About Dutchess Partners in the Arts (DPA)

For over 50 years, Arts Mid-Hudson (AMH) has taken a lead role in equitably distributing Dutchess County arts and cultural funds to Dutchess County arts organizations, so that both residents and visitors to our region can enjoy a rich offering of arts and culture. Through a partnership with the Office of the County Executive and Dutchess Tourism, AMH is pleased to partner with arts organizations to implement arts and cultural offerings. We seek partners that have a history of achievement in the arts, good management, stable finances, and self-sustaining programs with the potential to make a measurable impact.

Applications will be considered from partners that have a track record of superior quality work in Dutchess County and demonstrate the ability to manage logistics and deadlines effectively.

This funding opportunity is made possible through funding from Dutchess Tourism, Inc. and administered by Arts Mid-Hudson.

Applicants may submit one application for Programmatic Support and one application for a Capacity Building Initiative.

1.1 - Goals

- To support the arts and cultural programming in Dutchess County as a means of attracting visitors to our region.
- To engage Dutchess County residents in high quality arts and cultural programming.
- Fund arts partners with the ability to report reliable statistics, marketing results, and accurate outcomes.

1.2 - Inclusion

AMH strives toward broad inclusion and true access to arts and cultural programming for all. AMH encourages thoughtful outreach to and efforts to seek input from all groups in our region and specific outreach and inclusion efforts to all audiences in our region. In particular, we encourage outreach to groups who may have limited access to art programs, services, or resources due to location, race, economic status, gender, gender identity, sexual orientation, age, religion, disability, or other demonstrable factors. We encourage organizations led by Black, Latino, Indigenous, Asian, People of Color, LGBTQIA+, and/or disabled arts workers to apply for funding, and encourage thoughtful outreach to those groups, as well as elder, youth, rural, and/or low-income audiences.

1.3 - About Us

Arts Mid-Hudson is a nonprofit arts service organization founded in 1964, dedicated to strengthening and supporting artists and arts organizations in Dutchess County and the Mid-Hudson Valley region.

Dutchess Tourism was founded in 1984. The officially designated destination marketing organization for Dutchess County, it brings tourism dollars to area businesses by marketing and promoting the assets of Dutchess County to the nation and the world.

2.0 - Programmatic Support

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Range of Awards: \$500 - \$5,000

Arts Mid-Hudson invites arts partners who are holding arts and cultural events in Dutchess County in 2024 to apply for this funding. The objective of this funding opportunity is to provide services throughout Dutchess County that have a measurable impact on tourism, engage local residents, and/or contribute to the vibrant arts ecosystem.

Programs occurring in 2024 are eligible, including programs which have already occurred at the time of application.

2.1 - Eligible Applicants

- All applicants must be a registered 501(c)(3) nonprofit organization which identifies the arts and/or cultural services as a primary activity in the organization's mission
- Nonprofit arts/cultural organizations which are incorporated in Dutchess County, have a long term lease or own a building in Dutchess County, **and/or** organizations which implement significant programming in Dutchess County are all eligible to apply.
- Unincorporated groups or individuals who are fiscally sponsored by an eligible nonprofit organization can apply.
- All nonprofits applying must have a board of directors and a board approved nondiscrimination policy.
- Organizations must have at least three years of programming history in order to apply for funding.
- Applicants must supply proof of nonprofit status with application.

2.2 - Eligible Programs

All programs must have a stated focus on generating a measurable impact on tourism in Dutchess County. Programs must be open to the public and take place in Dutchess County. Successful proposals will include stated goals and expected outcomes related to the program's economic impact.

Eligible programs include but are not limited to:

- Arts exhibitions
- Performances such as concerts and live theater
- Presentations such as film screenings or readings
- Arts and/or cultural festivals
- Collaborations between arts and cultural organizations
- Other arts and cultural activities which will have a measurable impact on tourism and/or expand arts and cultural offerings to Dutchess County residents.

2.3 - Expense Priorities

- Artist fees
- Marketing expenses
- Consumable art supplies and materials
- Efforts to increase accessibility to arts programming.

2.4 - Evaluative Criteria

- **Artistic Merit:** Taking into consideration the program(s), participating artists, and applicant organization's track record.
- **Impact:** Potential impact of the proposed program(s) on tourism within Dutchess County. Impact on access to arts & cultural programming for Dutchess County residents.
- **Feasibility:** Evidence of planning in place to execute proposed activities as described in the application, taking into consideration the budget, timeline, and implementation plans.
- Ability of the applicant to meet evaluation and reporting requirements.

2.5 - Responsibilities of all Funding Recipients

- Program to be scheduled and completed as proposed. If major changes occur to programming, the applicant must contact Arts Mid-Hudson in advance of the scheduled program.
- Brief written progress reports to Arts Mid-Hudson are due **quarterly** along with up-to-date statistics and numbers served on programs that have occurred.
- Once selected, the organization will receive a letter of confirmation. After receiving the signed Letter of Agreement from the contractor, AMH will remit 80% payment.
- Upon receipt of the final report with required statistics, the final payment will be paid.
- Organizations are expected to meet or exceed 80% of their target outcomes in order to receive payment under this award.
- Final reports are due to AMH 30 days after conclusion of the program, or January 3, 2025, whichever is the earlier date.
- Nonprofit organizations must operate in compliance with nonprofit best practices.

3.0 - Additional Eligibility Requirements

3.1 - Who is not eligible to apply for funding?

- Individuals and unincorporated groups who are not fiscally sponsored by a nonprofit.
- Public school districts, their components (PTA's, etc.), two- and four-year public universities and colleges or their supporting foundations, New York State agencies and departments (including SUNY schools) and county-level government agencies and departments
- Entities incorporated as for-profit including LLC's are not eligible to apply or be fiscally sponsored by a nonprofit.

- Libraries and social service organizations
- Units of government/government agencies
- Organizations or groups that have not submitted the requisite reports on prior funded activities to Arts Mid-Hudson.

3.2 - What programs will not be considered for funding?

- Projects that take place outside of Dutchess County
- Projects that are social service-focused, recreational, rehabilitative, or therapeutic in nature
- Programs not open to the general public or restricted to an organization's membership
- Programs that focus on skill-based instructional activities in which the only public component is a final exhibition of the students' work
- Permanent murals, permanent installation of sculpture, and landscape art/architecture
- Projects in which fees are paid to children or the use of children as professional artists
- Fundraising events/benefits or programming used as a fundraising event
- Programs with liturgical content
- General operating support or capacity building initiatives.

3.3 - What expenses cannot be funded?

- Contests/competitions, cash prizes, juror fees, fellowships, scholarships, stipends or awards, trophies, certificates, or regrant activities.
- Permanent purchase of equipment
- Start-up or seed funding for the establishment of new organizations
- Fees paid to board members of the applicant organization
- Contingency funds
- Operating expenses of privately owned facilities such as homes or private studios
- Entertainment costs including receptions and food
- Acquisitions of works of art, commissioning of new work, or creation of new work. Costs associated with the presentation of existing work is allowable.
- Lobbying expenses.

ADA compliance: Arts Mid-Hudson strongly recommends that programs take place in a facility that complies with ADA Section 504 regulations ensuring accessibility for people with disabilities. Applicants may call the ADA Hotline (1-800-514-0301) for information, or call Arts Mid-Hudson to discuss prior to submission.

4.0 - Application

How to submit an application: All applications must be submitted using our online submission platform which can be found here: <https://artsmidhudson.submittable.com/submit>

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AMH strongly recommends submitting applications early in order to allow time to confirm the submission is complete with the AMH Grants Team. Incomplete or late applications will not be accepted.

4.1 - Required Document Uploads

- Organization budget for the most recently completed fiscal year
- Staff and Board list
- Supplemental materials as needed
- Letter of Agreement (Only for Fiscal Sponsorship) (From AMH).

4.2 - How are funding decisions determined?

Each application is reviewed by an independent panel of Dutchess County residents and stakeholders who score applications and deliberate based on the evaluative criteria listed in section 2.4 of these guidelines. Arts Mid-Hudson staff and board members do not have a vote in this process.

4.3 - Technical Support

Arts Mid-Hudson provides free in-depth support. Applicants to this program will benefit from taking full advantage of all of the support offered including informational videos, resources, one-on-one appointments, and draft review.

- **Information Session on Friday, March 1 at 3:00 PM on Zoom.** The session will be recorded and made available online after the session. [RSVP for the info session here.](#)
- **Attend a Q&A Session:** Weekly Q&A sessions will be hosted on Zoom at a variety of times. [The schedule and the link to RSVP is available here.](#)
 - Note: Prospective applicants must RSVP to receive the Zoom Access Information. After signing up, you will be added to the list to receive the access information weekly. Applicants may attend multiple Q&A sessions.
- **Make one-on-one appointments with AMH:** Applicants are encouraged to make appointments with the AMH Grants team to discuss specific questions, brainstorm ideas, and receive feedback on a draft or budget. Appointments will be conducted by phone or Zoom. Note: These appointments are not designed to provide an overview of the guidelines. Please review these guidelines and the informational videos before scheduling a meeting or submitting a draft for review to the AMH Grants Team.
- **DPA Assistance Appointment Form:** <https://artsmidhudson.youcanbook.me/>