
Application Deadline: Thursday, March 16, 2021

What is 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. Through a partnership with the Office of the County Executive and Dutchess Tourism, AMH is pleased to partner with arts organizations to support capacity building initiatives and implement arts 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. In 2021, we look forward to supporting partner organizations that are responding to the Covid-19 pandemic with innovative programming which engages Dutchess County residents and visitors.

Goals

1. To strengthen Dutchess County arts organizations through capacity building initiatives
2. To support the arts and cultural programming in Dutchess County as a means of attracting visitors to our region or expanding online audiences.
3. To engage Dutchess County residents in high quality arts and cultural programming.

This cycle of awards will include support for capacity building initiatives and programmatic support. Eligible nonprofit arts organizations may submit **one request for each category**.

Capacity Building Initiatives support initiatives which grow the capacity of arts and cultural organizations in Dutchess County.

Programmatic Support funds may be used for arts and cultural events, new and existing, which engage visitors and residents of Dutchess County.

Applications will be considered from partners that have a track record of superior quality work in Dutchess County, receive notable awards, have prestige and industry reputation, and demonstrate the ability to manage logistics and deadlines effectively are among the most successful submissions. A key component to successful partnerships in this funding program is the ability to report reliable statistics, marketing results, and accurate outcomes.

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 underserved audiences**. These are 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. Some groups underserved by the arts in our region may include Black, Latinx, Indigenous, Asian, People of Color, LGBTQ+, disabled, elder, youth, rural, and/or low-income audiences.

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.

Capacity Building Initiatives support eligible nonprofit arts organizations in efforts to grow, expand, or improve their work.

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 organizations incorporated in Dutchess County
- **AND/OR**
- Nonprofit arts organizations which have a long term lease or own a building in Dutchess County
 - Applicants must supply proof with application, along with a statement regarding any liens against the building, judgments, or pending lawsuits
 - Applicants only meeting this criterion may only apply for Capacity Building Initiatives that occur in and are directly related to Dutchess County
- Organizations must have at least three (3) years of programming history in order to apply for funding
- All nonprofits applying must have a board of directors and a board approved nondiscrimination policy in order to be eligible for funding.

Please note: Fiscal Sponsorship is not accepted for this category.

Eligible Capacity Building Initiatives include:

- Administrative:
 - Technology or equipment upgrades
 - New or expanded staff positions
 - Consultant fees for activities such as strategic planning, board development, or marketing
 - Capital improvements
 - Initiatives that enhance current programming in a significant manner
- Audience development
- Marketing strategies with print, broadcast, or electronic media
- Other activities which increase participation in the arts by residents and visitors to Dutchess County

Evaluative Criteria:

1. **Artistic merit** of organization or programming to be enhanced by the initiative
2. **Impact** of the proposed initiative for the residents of Dutchess County and visitors as well as the impact on the applicant organization
3. **Feasibility** and evidence of planning in place to execute the proposed initiative
4. Ability of organization to meet evaluation and reporting requirements

Responsibilities of all Funding Recipients:

- Initiative to be scheduled and completed as proposed. If major changes occur, the applicant must contact Arts Mid-Hudson as soon as possible.
- Once selected, the organization will receive a letter of confirmation. After receiving the signed Letter of Agreement from the contractor and receipt of funds from Dutchess County, AMH will remit 100% payment.
- Final reports are due to AMH 30 days after conclusion of the initiative, or January 10, 2022, whichever is the earlier date. If work occurs after this date, a date will be determined by the awardee and AMH.
- Nonprofit organizations must operate in compliance with nonprofit best practices.

Programmatic Support

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

Arts Mid-Hudson invites arts partners who are holding arts and cultural events in Dutchess County to apply for this funding. The objective of this category is to provide services throughout Dutchess County that may have a measurable impact on tourism, engage local residents, and/or contribute to the vibrant arts ecosystem. Organizations or fiscally sponsored groups in Dutchess County may request support for online programming.

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 incorporated in Dutchess County **AND/OR**
- Nonprofit arts/cultural organizations which have a long term lease or own a building in Dutchess County **AND/OR**
- Nonprofit arts/cultural organizations implementing significant programming in Dutchess County
- All nonprofits applying must have a board of directors and a board approved nondiscrimination policy in order to be eligible for funding.
- Unincorporated groups or individuals who are fiscally sponsored by an eligible nonprofit organization
- Organizations must have at least three (3) years of programming history in order to apply for funding

Eligible Programmatic Support requests may include:

- Arts exhibitions
- Performances such as concerts and live theater
- Presentations such as film screenings or readings
- Arts and/or cultural festivals
- Virtual Programming
- All funded projects must comply with NYS guidance and laws related to COVID-19.

Expense Priorities:

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

Evaluative Criteria:

1. **Artistic merit** of program, participating artists, and applicant organization
2. **Impact** of the proposed program for the residents of Dutchess County and visitors
3. **Feasibility** and evidence of planning in place to execute proposed activities
4. Ability of organization to meet evaluation and reporting requirements

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 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 on programming are due to AMH 30 days after conclusion of programming, or January 10, 2022, whichever is the earlier date. If programming occurs after this date, a date will be determined by the awardee and AMH.
- Nonprofit organizations must operate in compliance with nonprofit best practices.

Confirm your eligibility:

Who are not eligible to apply for funding?

- Individuals
- 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
- 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

What projects 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
- 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

What expenses cannot be funded?

- Activities not open to the general public or restricted to an organization's membership
- Creation of textbooks or classroom materials
- Permanent purchase of equipment can only be funded in the Capacity Building category
- Start-up or seed funding for the establishment of new organizations
- Fees paid to board members of the applicant organization
- Contingency funds
- Contests/competitions, cash prizes, juror fees, fellowships, scholarships, stipends or awards, trophies, or certificates
- 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.
- Fairs, parades, circus arts, martial arts, comedians or stand-up comedy, culinary arts, balloons, clowns, and magic
- Lobbying expenses

In addition: 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.

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>

Please note: Incomplete or late applications will not be accepted. All applications are due by midnight on March 16, 2021. AMH strongly recommends submitting applications early in order to allow time to confirm the submission is complete with the AMH Grants Team.

Required documents to be uploaded with application:

- Organizational Budget
- Budget form (from AMH)
- Staff and Board lists
- Supplemental materials as needed
- Letter of Agreement (Only for Fiscal Sponsorship) (From AMH)

Non-discrimination policy

This attachment must be provided in the following format:

- Provided on the nonprofit's letterhead and signed by a board member
- Include non-discrimination policy text
- Include the date it was ratified by the board
- Include where the text exists (bylaws, personnel policy, etc.)

How are funding decisions determined?

Each application is reviewed by an independent panel of Dutchess County residents and stakeholders. Funding recommendations will be reviewed and confirmed by the Allocations Committee of Arts Mid-Hudson in March 2021.

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.

- **Watch the DPA Informational Videos:** It is highly recommended that all applicants watch the informational videos. This resource will provide an overview of the program and tips on how to submit a competitive proposal. Due to social-distancing requirements, no in-person information sessions will be offered in 2021. If you are unable to access this resource, please let us know. **Informational Videos:** www.artsmidhudson.org/grants-and-funding
- **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:** <https://forms.gle/Qj4GcB8t6kM3NvEG7>
 - **Note:** Prospective applicants must RSVP to receive the Zoom Access Information. After sign 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/>