



Advancing the
Environmental Sciences
and the Arts

Community Arts Access Grants

2024 Application

Grant application for Marshall, Woodford,
Stark and Bureau counties for artists,
writers, arts and community organiza-
tions, libraries and schools.

Deadline: Noon, January 24, 2024

CONTACT US

1276 Sun Road
Washburn, Illinois 61570
309-246-8403
sunfoundation.org



This program is partially supported by a grant from the Illinois Arts Council Agency, funded by the National Endowment for the Arts and matching Sun Foundation local contributors: Adams Consulting, First National Bank of Lacon, Katherine and James Weber.

Guidelines & Criteria

The Sun Foundation, in collaboration with the Illinois Arts Council, a state agency, and the National Endowment for the Arts, awards Community Art Access Grants each year, subject to grant approval. The program is funded by a grant of \$10,000 from the Illinois Arts Council funded by the National Endowment for the Arts and local matching funds.

To learn more about the grants, our review process or to see last years grantees, visit our website at: sunfoundation.org.

Enclosed you will find a grant application for the Sun Foundation 2024 Community Arts Access Grants program. We invite you to submit an application for granting funds for either virtual, remote or in person arts programming following the prescribed COVID-19 health protocol of your health department Non-profit groups and organizations and individual artists with public projects in Marshall, Bureau, Woodford and Stark counties are eligible for grants up to \$1,000.

The application may be duplicated for other prospective applicants or multiple applications and schools. Additional copies can be downloaded from the Sun Foundation website.

Grant application deadline: **noon, January 24, 2024.**

APPLICATION GUIDELINES

Sun Foundation Community Arts Access Grants can be used for artist's fees, art supplies, artist's transportation and software to be used directly for the program/project. **Artist fees are a top priority.**

Projects must be for non-profit groups, organizations, schools and individual artists with projects and programs that are presented from *February 1–August 31, 2024.*

Grant Exclusions

Grant funds cannot be used for artistic programs or functions where artists are not the primary focus. Grants cannot be used to support fundraising projects, benefits, receptions or other social functions.

Grant funds will not be awarded for capital expenditures, permanent equipment, funding for out of state touring, scholarships or deficit funding. All projects must have a public community service emphasis to be funded.

Application Submission

1. When making more than one application, prioritize by placing a number in the indicated space at the top right hand corner of the application (page 3).
2. Use the space provided in the grant application. Please be concise to assist grant readers.
3. Attach digital copies of support material such as resumes or brochures for each application.
4. **Email the grant application and supporting documents to info@sunfoundation.org.**
5. Grants must be received by **noon, January 24, 2024.** No application will be accepted past that date.

NEED ASSISTANCE?

For grant application assistance contact us at:
309-246-8403
info@sunfoundation.org

GRANT REVIEW

For grant approval, hiring Illinois artist/artists, community involvement, and reaching the under-served are all vitally important.

A 1 to 5 point system is applied to each grant, 5 being the highest point rating.

If applications exceed available funds, grants with the highest rating and priority number will receive funding. Notifications will be sent by January 31, 2024.

Review Criteria

1. Involvement of Illinois artists and/or groups
2. Community involvement and access
3. Need for financial support
4. Ways the grant will strengthen the organization or individual artist's project
5. How will the project impact the community and reach under-represented and under-served populations
6. Quality of the project
7. Project goals
8. 25% cash match
9. In-kind, non-cash contributions
10. Publicity—visibility of the project
11. Foster cultural development of under-represented populations within your service area
12. Documentation of the scheduled project; film, video and printed materials

Grant Applicants will be notified by January 31, 2024 via email or phone.

Application

For arts programming between February 1, 2024 and August 31, 2024.



Please fill out this application form in full. Use only the space provided.

When submitting more than one grant, please indicate your application priority at right.

Please email your application and any supporting documents—no later than **noon, January 24, 2024**—to:

info@sunfoundation.org

APPLICATION PRIORITY:
(if submitting multiple)

CONTACT PERSON

NAME POSITION/TITLE

PHONE: OFFICE PHONE: SECONDARY E-MAIL

APPLICANT DETAILS

APPLICANT ORGANIZATION (IF DIFFERENT FROM APPLICANT)

ADDRESS CITY STATE ZIP

COUNTY LEGISLATIVE DISTRICT: HOUSE SENATE CONGRESSIONAL DISTRICT

Arts Organization Individual Artist K-12 School Social Service Library Park District Other Project

STATUS

Yes No

FIRST TIME APPLICANT?

PROJECT/PROGRAM DETAILS

Arts in Education Dance Ethnic and/or Folk Literature Media Arts Multi-discipline Music Theater Visual Arts

DISCIPLINE

DATE(S) TOTAL PROJECT COST

Yes No

HAS THIS PROJECT/PROGRAM BEEN FUNDED BY A SUN FOUNDATION GRANT BEFORE? IF YES, DATE/YEAR IF YES, GRANT NUM.



Program/Project Description

A. Title

B. Purpose (Artists fees are a top priority)

C. Summary (include how program will be presented: virtual, remote or in person)

D. Who will be participating and number benefitting from this program? (eg., students, seniors, artists)

E. How does this qualify as an arts project?

F. Number of artists/performers involved in the project?

G. Artist resumes attached or are they included with another application? Yes, attached. Included in another grant application.

H. Population served by this project (indicate percent):

_____ Underserved _____ Rural _____ over 65 _____ Under 18 _____ Incarcerated _____ Physically challenged
_____ Hispanic _____ Black _____ Asian _____ Ethnic group _____ Native American

2 Carrying Out the Program

A. Project Schedule: Beginning and ending dates, time, and method of presentation: in person/on-location, virtual or remote platform.

B. Justify the financial need and tell how the funds will be used by the applicant.

C. How will the impact of the program be evaluated and by whom?

3 Publicity and Community Benefits

A. Describe the benefits and impact to the community from your projects including the impact on underserved populations.

B. Will your Program/Project serve under-represented and under-served populations in your service area? If so, please identify them.

C. How will the program be documented and publicized?

NOTE: You must include the statement: "This program is partially supported by a grant from the Illinois Arts Council Agency, the National Endowment for the Arts, the Sun Foundation and local businesses and individuals." You also agree to send electronic photographs documenting your events to info@sunfoundation.org.

D. If you received a grant last year, did you complete the grant process by sending the Sun Foundation a final report including giving credit to Sun Foundation and the Illinois Arts Council, a state agency with funds from the National Endowment for the Arts? **Please attach electronic examples.**

4 Use of Grant

A. 25% of or your total cash project budget must be matched with organizational funds. Please specify your sources for the cash match.

B. Describe your organization or if you are an artist, how you share your work with your community.

C. Estimated number of people served;

_____ K-12 _____ Adults _____ Seniors _____ Disabled _____ Underserved _____ **TOTAL**

5 2024 Anticipated Budget

| CATEGORY | GRANT REQUEST | APPLICANT CASH MATCH <small>(Applies to all categories)</small> | IN-KIND DONATIONS <small>(Applies to all categories)</small> | TOTAL |
|--|----------------------|---|---|-----------------|
| Staff/administration, non-/artistic coordinators, staff, and maintenance. Number of days/hours, amount per day/hour | | | | |
| Artists fees Number of days/hours, amount per day/hour | | | | |
| Artists travel and transportation | | | | |
| Materials/supplies <i>(Please itemize)</i> | | | | |
| Facility and equipment rental | | | | |
| Advertising/printing | | | | |
| Phone and postage | | | | |
| Revenue/ticket sales/tuition or fees | | | | |
| Other | | | | |
| TOTAL | GRANT REQUEST | CASH MATCH <small>(Note: 25% of grant must be matched in cash by the applicant)</small> | IN-KIND | EXPENSES |
| | \$ | \$ | \$ | \$ |

Income. List other sources of income and amounts: