The University of Idaho recognizes the importance of the arts on the Moscow campus, satellite campuses (Boise and Coeur d'Alene), and across the state of Idaho in partnership with our 42 Extension offices.

Arts-Fee grants are provided to defray costs related to originating, producing, and presenting creative projects occurring between September 2023 and August 2024. Funds may also be used to defray cost associated with educational opportunities in the arts that significantly impact campus. Students, faculty members, and academic units are all eligible for arts grants. Preference will be given to first-time grant seekers.

Application Instructions and Checklist

The application consists of:

__ **coversheet**
__ **project narrative**
__ **budget**

and If applicable:

__ **facilities approval**
__ **community partner form**
__ **letter of commitment from guest artist(s)**

Please complete the cover page, sign, and date it.

Attach answers to the project narrative questions as a Word document or PDF (2-page maximum). You must use the budget form included in this application, although you are welcome to add supplementary materials.

Due to increased demand, proposals are not to exceed $5,000. To ensure consistency of evaluation, please use the format provided. Incomplete applications or applications that do not use the correct format will not be considered.

For questions regarding the application, please email: **uiarts@uidaho.edu**

SUBMISSION DEADLINE

Completed applications are due no later than 11:59 PM on Sunday, April 23, 2023.

Please email your completed application packet to: **uiarts@uidaho.edu**

Successful applicants agree to provide a final report to the Provost's Office by June 30, 2024. The last page of this application lists full requirements. Please be aware that if your project is selected for funding, a website-ready digital photo of your project and a ten second video showcasing the art will be required with your final report. A photo or video taken with a cell phone is acceptable. The video should not include any voice over explaining the art or project. These photos/videos will be used for future advertisement of available grant funds.

ARTIST SELECTION

If a professional or guest artist(s) is paid using Art Fee Grant funding, applicants must indicate in the project narrative what criteria were used/will be used to select the artist(s).

FACILITIES APPROVAL

If your project involves the installation of a temporary or permanent artwork at the University of Idaho (or satellite campus), you need to obtain approval from facilities prior to submitting this application. You may attach with your application a written confirmation from facilities.

Facilities can be contacted at:

Phone: **208-885-6246**
Email: **facilities@uidaho.edu**

EVALUATION CRITERIA

Applications will be scored according to the following criteria:

- **Feasibility**: addresses all steps needed to make this project a reality and provides a detailed and logical budget to support the work

- **Innovation**: demonstrates the project's ability to further the arts in new ways, or to support minority/ underrepresented groups' participation in the arts or in arts appreciation, or both

- **Educational potential**: states clear goals for the project and indicates explicitly how these will contribute toward two or more of the Learning Outcomes listed below

- **Student Involvement**: explains in detail the role UI students will play as participants, or as audience members, or both; preference is given to projects that involve students directly

- **Community Involvement:** explains in detail the ways the project will involve campus, Moscow community members, UI satellite campuses, or Extension/city partnerships statewide. Community Involvement can be measured by expected participation in the program or installation, indirectly as audience members, and/or a combination of both

- **Project's overall impact**: demonstrates convincingly that the project will have an important and powerful impact on the population served (campus or community partner. All projects will need to incorporate language or signage recognizing the origin of artwork. For example: *This project or artwork was made possible through the University of Idaho, Student Arts Fee Grant, date.*

FINAL REPORT GUIDELINES

Upon acceptance of a University of Idaho Student Arts-Fee Grant, applicants agree to submit a final report to the Provost's Office.

Please email the following information no later than **June 30, 2024** to: **uiarts@uidaho.edu** and **provost@uidaho.edu**

Answer each of the following questions: (2 pages maximum total):

How did you meet the project goals? Please explain if project goals were not met.

How were University of Idaho students directly involved in this project?

How did University of Idaho students benefit from this project?

How did this project engage local communities, businesses, or non-profit organizations and agencies?

Please include a final accounting of expenditures for this project, listing specific uses of awarded funds. Please explain if awarded funds were not all expended.

Attach at least one website-ready digital photo of your project and a ten second video, to be used for future advertisement of available grants. The video should not have any voice over narration of activities. Photo and video recorded with a cellphone are sufficient.

ARTS Grant

COVERSHEET

Project Title_____

Amount Requested $_____

Project Type:

__Artwork __Event __Performance __Competition __Program __Other

Did you receive funding from the Arts Committee last year?   ___Yes ___ No
If yes, did you provide a final report to the Provost's Office?   ___Yes ___ No
If funded this year, do you agree to provide a final report?   ___Yes ___ No

Project Director Name/Title (Print): _____

Signature: _____

Telephone: _____   Email: _____

Department Chair or Immediate Supervisor Name/Title (Print): _____

Signature: _____

Telephone: _____   Email: _____

Dean Name/Title (Print): _____

Signature: _____

Telephone: _____   Email: _____

Other partners (community or Ul): _____

Signature: _____

Telephone: _____   Email: _____

Fiscal Officer Name/Title: _____

Telephone: _____   Email: _____

Index Number: _____

PROJECT NARRATIVE

Answer each of the following questions: (2 pages maximum total)
Please use 12-point font and margins of one inch.

1. What is the project and how would it be completed?

2. How is this project innovative in furthering the arts or furthering arts involvement/appreciation by minority/ underrepresented groups (or both)?

3. Given the Learning Outcomes listed above, what are the project goals and how do they contribute to the Learning Outcomes?

4. How does this project involve and/or serve UI students, as well as the local community beyond the university?

5. What do you anticipate the project's overall impact would be?

6. If total cost of project exceeds your budget request or if your total request is not funded by this grant, how will this impact your project?

Answer the following additional questions if applicable: (1 page maximum total)

1. If your project involves using grant funds to hire a professional artist, what criteria will be used in the artist selection process?

2. Has the artist already committed to the project? (If possible, attach a letter of commitment)

LEARNING OUTCOMES STATEMENT

Project narratives should also show how the project relates to the following learning outcome statements:

1. **Learn and integrate:** The arts are essential to the University of Idaho's commitment to the knowledge of arts and sciences

2. **Think and create:** The arts develop and enhance critical thinking skills. The arts foster and expand student's creativity.

3. **Communicate:** Communication skills, both verbal and non-verbal are essential to the success of all students

4. **Clarify purpose and perspective:** The arts are committed to understanding the self, both individually and in relation to one's environment.

5. **Practice citizenship:** The arts train students to understand the self in the context of society.

PROJECT BUDGET

Provide a detailed budget and the total amount requested from the Student Arts-Fee Grant for this project. Show specifically how money will be spent. (Examples: professional artist fees, travel, materials and supplies, space rental, marketing, or other).

Please note that due to limitations, this grant cannot be used to cover the following expenses: food, and student or faculty wages/fees. While your total program cost may exceed $5,000, due to increased demand, amounts requested are not to exceed $5000.

AMOUNT	PURPOSE
	TOTAL ESTIMATED COST OF PROGRAMMING
	TOTAL AMOUNT REQUESTED*

* If total cost of project exceeds your budget request or if your total request is not funded, how will this impact your project?

COMMUNITY PARTNER FORM

If your project involves the installation of a temporary or permanent artwork located off campus, you need to obtain approval from the City, County Commissioners, Extension Educator, or other identified partner prior to submitting this application. Approval may be obtained by completing the Community Partner Form. Attach the completed form to your Art Fee Grant Application.

Title of Project: _____

Community Partner (city, commissioners, Extension office or research center, other):

Short Description of Project:

Description of support or permission needed from community partner:

Signature of Community Partner representation (approval of partnership):

Signature: _____

Print or Type Name: _____

Date: _____