

# Notes from NEA Grant Writing Workshop

October 19, 2016

Dixon University Center

- The workshop was presented by Laura Scanlan, Director of State and Regional Partnerships for the National Endowment for the Arts (NEA). About 30 participants attended. Due to the necessary size of supported projects, I don't know if an NEA Grant is a good fit for HGMC, but it was a useful introduction for me to the grant writing "environment."
- I have a 2016 NEA Guide which contains elaboration on most of the following notes.
- Qualifying for grants.
  - Grants support specific projects, not operations, infrastructure, or salaries.
  - The applicant group must be 501C3 with a 3-year history
  - Grants are a minimum of \$10,000 and a maximum of \$100,000.
  - The project supported must be budgeted for at least double the amount of the grant. Matching funds can include in-kind donations or projected ticket sales.
  - One application per year is allowed.
  - The grants are broken into categories
    - Art Works. These include commissioned works and special performances.
      - Arts Grants applications are directed to specific disciplines. The two possibly relating to HGMC are "Music" and "Theater and Musical Theater."
    - Challenge America. These projects specifically involve extending the reach of the arts to underserved populations.
    - Our Town. These projects specifically target the infrastructure of a community.
  - Application deadlines are in February or July depending on the organization.
- The NEA has regional organizations to which applications are made. Our area is the Mid Atlantic Arts Foundation.
- Also, many of the grants go through a state arts organization. For example, if we were to receive a Pennsylvania arts grant, it could be partially NEA funded.
- Relevant web sites.
  - [www.grants.gov](http://www.grants.gov)
  - [www.sam.gov](http://www.sam.gov) (System for Awards Management)
  - [www.arts.gov](http://www.arts.gov)
- Application process. This is a general outline.
  - Establish a relationship with an NEA Specialist related to our discipline before making an application or submitting supporting documentation.
  - Step 1: Submit form SF-424 (downloaded from arts.gov) to grants.gov.
  - Step 2: Submit supporting documentation such as application narrative, budget information, and work samples to NEA Grants Online (NEA GO). The NEA websites have application samples and webinars.
  - If an application fails, don't hesitate to ask for feedback on why it failed.
  - The first step for application approval is a peer review. If this succeeds, final approval is very likely.