PERFORMING ARTS READINESS
a community served by ✦ LYRASIS

Network Grant Application Form

Please email your completed application form as a PDF to PARgrants@lyrasis.org.

Guidelines

Ten (10) grants of between $5,000 - $25,000 each will be awarded for projects to support both the development of new or emerging disaster preparedness networks that include performing arts and culture organizations, and the expansion of existing networks to increase participation among performing arts organizations. Grant recipients will be provided a two-day training session to strengthen effective facilitation skills and foster relationships among networks.

Request Amount – Between $5,000 - $25,000; we anticipate the majority of awards will average $15,000.

Application Deadline – Rolling Deadline: submit between June 1, 2020 and April 30, 2021.

Length of Project – Projects may begin no earlier than September 1, 2020, and must be completed in 12-18 months.

Applicant Eligibility Requirements:
- Network must include a cultural heritage and a performing arts organization as co-leads of the project. One should be designated as the recipient of grant funds, if awarded.
- Leadership of the applicant organizations must endorse the application.
- Previous recipients of PAR networking grants are not eligible.

Funding Restrictions - Grant funds may NOT be used for the following:
- Overhead or indirect costs
- Expenses incurred prior to the award of the grant
- Construction or capital expenses
- Lobbying or political activity.

Examples of Eligible Use of Grant Funds:
- Consultants, speakers, and facilitators
- Meeting expenses
- Travel
- Promotional expenses (such as websites and postcards)
- Local conference participation or training
- Temporary or part-time staff for outreach and organizational functions
- Acquisition/subscription of planning tools
- Network sustainability planning

Criteria for Review of Emergency Response and Support Networks
- Demonstrated community interest in building or engaging with the network
- Plan of work is reasonable and appropriate to achieve the network's emergency preparedness goals.
- Budget is appropriate and justified by the plan of work.
- Applicant organizations demonstrate sound operations, management and community engagement.

Co-Lead Organization #1 Information

(This organization will receive the grant funds, and be responsible for administration and reporting)

Legal Name of Applicant Organization _____

Website / Twitter / Instagram: _____

Address 1: _____

Address 2: _____

City: _____ State: _____ Zip Code: _____

Applicant County: _____

Contact Person Information for Co-Lead Organization #1

_____ _____
Name (Last, First)   Title

_____ _____
Primary phone number | Other phone number   Email address

_____
Applicant Authorizing Official

_____ _____
Name (Last, First)   Title

_____ _____
Primary phone number | Other phone number   Email address

Organization Profile for Co-Lead Organization #1

- NISP organization type code: _____
(see attached list of National Information Systems Project organization type codes; please contact PAR staff if you have questions on the code for your organization type)

- Applicant Mission Statement:

  _____

- Please provide a link to or copy of applicant organization's most recent annual report or equivalent descriptive publication that describes one-two years of activity:

Co-Lead Organization #2 Information

Legal Name of Applicant Organization _____

Website / Twitter / Instagram: _____

Address 1: _____

Address 2: _____

City: _____ State: _____ Zip Code: _____

Applicant County: _____

Contact Person Information for Co-Lead Organization #2

Name (Last, First) _____ Title _____

Primary phone number | Other phone number _____ Email address _____

Applicant Authorizing Official

Name (Last, First) _____ Title _____

Primary phone number | Other phone number _____ Email address _____

Organization Profile for Co-Lead Organization #2

- NISP organization type code: _____
(see attached list of National Information Systems Project organization type codes; please contact PAR staff if you have questions on the code for your organization type)

- Applicant Mission Statement:

  _____

- Please provide a link to or copy of applicant organization's most recent annual report or equivalent descriptive publication that describes one-two years of activity:

  _____

Network Information

1. Attach to the application a list of current or potential member organization names of your network. For existing networks, describe the network's membership by organization type and percentage, e.g., 50% cultural/history organizations, 20% libraries, 30% performing arts organizations.
2. Describe any collaborative work done by current or potential network members in the recent past.
3. Please provide us with the Mission Statement of your network, or potential network, if you have developed one. For existing networks, explain how you manage the network, member meetings, finances and programs.
4. How many organizations regularly participate, or will potentially participate, in the meetings and activities of your network? For existing networks, please provide a list with participation figures for meetings, educational programs, and other events your network has offered in the past year.
5. Attach letters of support from up to three current or potential members of the network. Specific details can include network member's level of participation in the network; impact of the network; and desired programs from a new or expanded network

Project Description

1. Describe the impetus for your network and state the goals and measurable outcomes for success around beginning, or increasing, the inclusion of performing arts organizations.
2. Describe specific marketing and communication strategies you will use during the project for including the performing arts organizations in your area.
3. What specific activities will you do during the grant period? Include strategies to emphasize work with the performing arts community. Include start and end dates for your project. Please note that model programs or projects that can be replicated by other networks are encouraged.
4. Describe how you will measure your outcomes of this grant project.

5.   Provide a brief budget explanation within the narrative to describe the basis for expenses listed in the budget below, such as:

- Consultant Fees $2,500: A professional facilitator for a two-day meeting, including ½ day of prep and follow-up at $1,000/day for $2,500
- Meeting Expenses, Supplies, etc., of $2,500: Room rental at $250/day for $500 and lunch plus refreshments for 20 people at $50/day for 2 days for $2,000.

Project Budget (provide figures to the nearest dollar)

Total Requested
Amount: $ _____

Expenses by Line:

Expense Line	Basis of Cost	Total Project Cost
	Total Project Costs:	

Feel free to contact PAR Project Coordinator Steve Eberhardt at PARgrants@lyrasis.org or 1.800.999.8558 x2919 to discuss project ideas or ask questions about the application process.

Please email your completed application form as a PDF to PARgrants@lyrasis.org.

National Information Standards Project Codes

Applicant Institution

01 Individual Artist
02 Individual Non-Artist
03 Performing Group
04 Performing Group - College/University
05 Performing Group - Community
06 Performing Group - Youth
07 Performance Facility
08 Art Museum
09 Other Museum
10 Gallery/Exhibit Space
11 Cinema
12 Independent Press
13 Literary Magazine
14 Fair/Festival
15 Arts Center
16 Arts Council/Agency
17 Arts Service Organization
18 Union/Professional Association
19 School District
20 Parent-Teacher Organization
21 Elementary School
22 Middle School
23 Secondary School
24 Vocational/Technical School
25 Other School
26 College/University
27 Library
28 Historical Society
29 Humanities Council
30 Foundation
31 Corporation
32 Community Service Organization
33 Correctional Institution
34 Health Care Facility
35 Religious Organization
36 Seniors' Center
37 Parks and Recreation
38 Government - Executive
39 Government - Judicial
40 Government - Legislative (House)
41 Government - Legislative (Senate)
42 Media - Periodical
43 Media - Daily Newspaper
44 Media - Weekly Newspaper
45 Media - Radio
46 Media - TV
47 Cultural Series Organization
48 School of the Arts
49 Arts Camp/Institute
50 Social Service Organization
51 Child Care Provider

99 None of the Above

Disciplines (Applicant & Project)

01 Dance
- A Ballet
- B Ethnic/Jazz
- C Modern

02 Music
- A Band
- B Chamber
- C Choral
- D New
- E Ethnic
- F Jazz
- G Popular
- H Solo/Recital
- I Orchestral

03 Opera/Musical Theatre
- A Opera
- B Musical Theatre

04 Theatre
- A General
- B Mime
- D Puppet
- E Theatre for Young Audiences

05 Visual Arts
- A Experimental
- B Graphics
- D Painting
- F Sculpture

06 Design Arts
- A Architecture
- B Fashion
- C Graphic
- D Industrial
- E Interior
- F Landscape Architecture
- G Urban/Metropolitan

07 Crafts
- A Clay
- B Fiber
- C Glass
- D Leather
- E Metal

Disciplines (Continued)

- F Paper

- G Plastic
- H Wood
- I Mixed Media

08 Photography

09 Media Arts
- A Film
- B Audio
- C Video
- D Technology/Experimental

10 Literature
- A Fiction
- B Non-Fiction
- C Playwriting
- D Poetry

11 Interdisciplinary

12 Folklife/Traditional Arts
- A Folk/Traditional Dance
- B Folk/Traditional Music
- C Folk/Traditional Crafts & Visual Arts
- D Oral Traditions (include folk/traditional storytelling)

13 Humanities

14 Multidisciplinary

15 Non-Arts/Non-Humanities