

## Arts, Health and Well-Being in Alaska

A program of the Alaska State Council on the Arts | Application for Organizations

### APPLICATION INSTRUCTIONS

*Grants for organizations up to \$20,000 | Deadline for applications – December 9, 2024*

Before completing this application, **please be sure you have read through the [Arts, Health and Well-Being in Alaska Program Guidelines and Information](#)**.

Email the Alaska State Council on the Arts at [asca.grants@alaska.gov](mailto:asca.grants@alaska.gov), or call (907) 269-6610 with questions, concerns or for technical assistance; in particular, please contact us right away if the application materials and requested submission process present a barrier to access. Specific program contacts are provided in the downloadable program guidelines and information document.

A complete application consists of the Organization and Project Summary (page 2) and Project Budget Plan and Applicant Certification (page 3), a Project Budget Narrative (questions on page 4) and Project Narrative (questions on page 5), and Attachments (instructions on page 6), as defined in the grant application. Fiscal sponsorship information is on page 6, if applicable. Submit a complete application **no later than December 9, 2024**. All proposed activities must be completed by December 31, 2025.

Application materials are available for download in word and pdf format and must be submitted to ASCA in a format that can be read on a Windows-based system, or legibly hand-written. The best file formats for submission are Microsoft word or pdf.

**Submit a completed application, by mail, in person, or via email to:**

Alaska State Council on the Arts  
Attn: ASCA Grants  
161 Klevin Street, Suite 102  
Anchorage, AK 99508

Mailed or delivered applications **MUST** be received at the ASCA Offices by the deadline.

-or-

Via email to [asca.grants@alaska.gov](mailto:asca.grants@alaska.gov).

If you are sending your application via email, please include “Arts, Health and Well-Being in Alaska Grant Application” and the applicant’s name in the email subject line.

We are unable to accept faxed applications. If necessary, we can mail a printed copy of the application, guidelines and information by regular post.

To receive grant payments from the Alaska State Council on the Arts, grantee partners must register for a State of Alaska Vendor Profile. Links to start this process, or to update an existing vendor profile, are available on our website at <https://arts.alaska.gov/manage-your-award#vendor>.

## CONTACT AND ORGANIZATIONAL INFORMATION

<b>Complete this section with information about the applicant organization.</b>
<b>Contact Person's Name:</b>
<b>Organization Name:</b>
<b>Tax ID Number (EIN):</b>
<b>Mailing Address:</b>
<b>City, State, Zip Code:</b>
<b>Contact Email:</b>
<b>Contact Phone:</b>
<b>What is the applicant organization's mission or purpose statement?:</b>
<b>What is your Organization's web address? (if available):</b>
<b>What is your Organization's last, completed, fiscal year operating budget? (fiscally sponsored projects should include the information for the eligible fiscal sponsor organization):</b> \$
<b>What is your Organization's current, fiscal year, projected operating budget? (fiscally sponsored projects should include the information for the eligible fiscal sponsor organization):</b> \$

## PROJECT SUMMARY INFORMATION

<b>Complete this section with information about the proposed project or activity.</b>
<b>Project Title (if applicable):</b>
<b>Activity Dates (start-end):</b>
<b>List artists, culture bearers, health practitioners or other community organizations who will be involved with your activity. Include the art form they practice, and their home community(ies):.</b>
<b>Who are members of your community that will participate in the activity or be positively impacted? Please describe the demographics of your intended community participants.</b>
<b>TOTAL GRANT REQUEST AMOUNT (request should be between \$15,000.00 and \$20,000.00):</b> \$

## PROJECT BUDGET PLAN

What are the costs (Expense Categories) to accomplish your project or activity? If “Other,” please provide a label in that line in the budget table, below. You will be asked to describe your budget plan in the budget narrative.

Please see the Arts, Health and Well-Being in Alaska Program Guidelines and Information for a list of eligible expenses.

Expenses for your proposed activities not included in the list of *Arts, Health and Well-Being in Alaska* funding eligible expenses, should be shown as supported by “Other Expense/Revenue Amount” below. If your “Other Expense/Revenue Amount” includes in-kind goods or services, please note that in your budget narrative.

Expense Category	Arts, Health and Well-Being in Alaska Funding Amount \$	Other Expense/Revenue Amount (a match is not required) \$
Personnel support, full or partial		
Fees and stipends for artists and culture bearers		
Other contracted services		
Facilities		
Non-capital equipment		
Marketing and promotion		
Postage, freight, shipping		
Supplies directly related to the proposed project activities		
Travel or Transportation		
Other:		
Other:		
<b>Total Project Expense</b> (please total each column at right):		

## CERTIFICATION

By signing this grant application, I certify that the information contained in this application, including attachments, is true and correct to the best of my knowledge. I am authorized to legally obligate the grant applicant.

<b>Certification</b>
Applicant Organization:
Authorized Signature:
Date of Signature:
Printed Name and Title (with an organization):
If not previously provided, email and phone contact:

## PROJECT BUDGET NARRATIVE

Please respond, briefly (no more than a single page of text), to the following questions about your budget plan and timeline. Share the best information about your plan to accomplish the project or activity for which you are seeking funds.

- Describe the expenses you have included in the “Arts, Health and Well-Being in Alaska” column in your budget table. Focus on how these expenses relate to the activities you propose. If not already included in your Project Narrative, please pay special attention in your description to how staff, artists, culture bearers and other individuals will be compensated for their time on the project, and their importance to the success of your proposed activities.
- A match is not required for this funding support. Describe, as appropriate, any other fund sources you might use to support your activity/project/program as proposed. This would include any amounts you included in the “Other Expense/Revenue Amount” column in the budget table. Please note if any of these “Other Expense/Revenue Amount” may be considered as in-kind contributions to the project, by your organization or by any partners.
- Include a timeline of your project activities, such as planning and implementation as appropriate. Supported activity should be completed no later than December 31, 2025.

## PROJECT NARRATIVE

On no more than 2-3 attached pages, address the following narrative questions completely and concisely. It is not necessary to include the text of each question in your responses, but it is helpful to number your answers in alignment with the outline provided (1 – 5).

Refer to the **Grant Review Criteria** in the program guidelines and information document on the website at <https://arts.alaska.gov/arts-health-grant>, as a way to understand how grant reviewers will read your application.

1. Describe your organization and any arts and cultural activities it offers in your community. Who is the intended audience, or who are participants in your work, and how are you engaged with them?
2. Describe any existing relationships between your organization and community partners you will engage through your arts, health and well-being activities. (Any letters of interest or support from your partners may be included with attachments to this application).
  - Who are the artist(s), culture bearer(s), health practitioners or other community partners involved? What will they do, and why were they selected?
  - How are they involved with the project planning? If specific artists and culture bearers have not yet been identified, how and when will you identify those key individuals and include them in the planning process?
3. What is the planned activity or project? Where and when will the activity happen? How will you engage Alaskans in healthy activity and/or how will the activity stimulate dialogue about health and well-being in and through the arts?
4. How will your project align with the goals of this pilot grant program? We expect that applicants will have many ways to meet these goals, and we therefore anticipate that proposed activities will include many approaches. Describe how your proposed activity will align with any or all the pilot goals, which are:
  - To learn about the role of the arts in reducing risks to life and safety, and improving health and wellness, by collaborating with the health sector to enhance well-being across communities.
  - To support existing and new efforts to connect partners in arts, health and well-being through the creation and presentation of art works.
  - To engage citizens in conversations about social isolation and community connectedness in and through the arts.
  - To adapt arts practice and publicly accessible arts spaces to serve individuals and communities experiencing disability or other health risks that make it challenging to participate with others.
  - To explore the ways in which the arts have a role in implementing health and wellness knowledge. We seek to understand how the practice of the arts can reduce negative effects on health and safety (risk factors) and increase positive effects on health and safety (protective factors).
5. Are there any challenges you anticipate in accomplishing your proposed activity? How do you imagine you might meet them, and what individual and community assets (e.g. your experience, stated community need, dedicated project partners) might you have in favor of success? What safeguarding or other protective measures might be needed to conduct this project safely with project participants and partners?

Please complete this portion of the application, **only if you are working with a Fiscal Sponsor Organization**. Details about Fiscal Sponsorship are included on the Alaska State Council on the Arts Website at <https://arts.alaska.gov/beforeyouapply>. Included in the “Grant Award Eligibility – Organizations” section of this web page is a downloadable guide to what fiscal sponsorship is and including a template “Memorandum of Understanding for Fiscal Sponsorship.” If you are not sure if this is relevant to your application, contact us for assistance.

## FISCAL SPONSOR ORGANIZATION INFORMATION

Sponsor Organization Name:
Mailing Address (Address, City, State, Zip Code):
Organization EIN/Tax ID Number:
Organization Contact Name:
Organization Contact Email:
Organization Contact Phone:
Organization Website (if applicable):
May we add you to our e-newsletter list?:

## FISCAL SPONSOR ORGANIZATION CERTIFICATION

By signing this grant application, I certify that the information contained in this application, including attachments, is true and correct to the best of my knowledge. I am authorized to legally obligate the grant applicant.

<b>Certification</b>
Fiscal Sponsor Organization:
Signature of Authorizing Official:
Date of Signature:
Printed Name and Title:

## ATTACHMENTS

**REQUIRED:** 1) 501(c)3 organizations which have not previously applied to the Alaska State Council on the Arts should include a copy of your IRS Letter of Determination, and State of Alaska Certificate of Nonprofit Incorporation with your application. 2) If your application is for a fiscally sponsored project, please include a Memorandum of Understanding for Fiscal Sponsorship or other documentation of agreement between the parties.

**OPTIONAL:** Applicants may include up to three additional attachments. Examples of supportive attachments might be: work samples or documentation of your work such as images, artist statements or statements of work, links to press or audio/video documentation (up to three minutes).

You may include letters of confirmation or support from any partner artists, culture bearers, groups or organizations you are working with, to implement your proposed activities. If you have a website that includes this material, that may be included.

The goal of these optional attachments is to help us understand your work and the proposed project/program or activity as relates to the artistic excellence and merit of your project.