

**NEW
ARK
ARTS
START**

GRANT PREP WORKSHOP

THURSDAY

FEB 27, 2025

6:00PM

**Presented by
Mayowa Okubanjo
& Sindy Snchz**



Applications Open: March 3 | Deadline to Apply: April 13

newarkarts.org/artstart



***Session recordings will be available at newarkarts.org/artstart after the webinar.**

NEWARK ARTSTART IS MADE POSSIBLE BY

Newark Arts gratefully recognizes the supporters of the ArtStart Grant Program:

- The Prudential Foundation
- NJ Arts & Culture Renewal Fund of the Princeton Area Community Foundation
- Geraldine R. Dodge Foundation
- NJ State Council on the Arts
- Turrell Fund



NAF KIDS, 2024-25
Tony Turner Photography





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**NEW
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GRANTS

APPLICATION OPENS

March 3rd, 2025 @ 12pm (noon)

Deadline : April 13, 2025 @ 11:59pm

newarkarts.org/artstart





Through the eyes of
Newarks Youth.
What's a community?
2023-24

ABOUT ART START

Established in 2001

We aim to:

- Support and cultivate community-driven arts and cultural initiatives across the City of Newark.
- Strengthen the capacity of Newark's non-profit organizations, schools, and individual artists to deliver impactful, arts-based projects within the city's five wards.



**Back To The Future,
Drama with a Twist
2023-24**

ART START 2025

TWO LEVELS

- **\$3000**
- **\$5000**

Amount approved is based on the project's budget and the overall strength and potential impact of the application. Applicants may request up to a maximum of \$5,000.

DATES TO NOTE

- The grant deadline is Sunday, April 13, 2025, at 11:59 pm.
- Notification of awards will be the week of June 2, 2025.
- Successful grantees will be invited to a Grantee Event on Tuesday, June 10, 2025.
- Grant awards will be sent out in August 2025.
- Event must take place between August 1, 2025, and June 30, 2026.



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ELIGIBILITY

Who is eligible?

- Newark Arts, with the aim of nurturing a broad spectrum of arts and cultural activities in our neighborhoods provides the ArtStart mini grants to:
 - community members,
 - schools,
 - non-profits
 - and individual artists.
- The program aims to provide seed money for new, innovative, community-led art initiatives established within the last 5 years.
- Program must be in the City of Newark and for the benefit of Newark Residents.

Rules about Re-Applying

- If you or your organization has received an ArtStart grant within the past three years, please ensure that the proposed project differs from any previously funded projects to be eligible for the grant.

NON-501C3 ELIGIBILITY

- **Individual artist projects must partner with a non-profit organization, school, or agency serving as their fiscal agent. *A MOU is required as evidence of this relationship.**
- **Organizations with no IRS determination letter must partner with a tax-exempt organization that will serve as a fiscal agent.**
 - *A Memorandum of Understanding (MOU) is required as evidence of this relationship.



Squash & Shekere
2023-24

APPLICANTS PARTNERING WITH SCHOOLS

Newark schools (public, private and charter) may apply for support of summer, and in or out of school time creative arts projects.

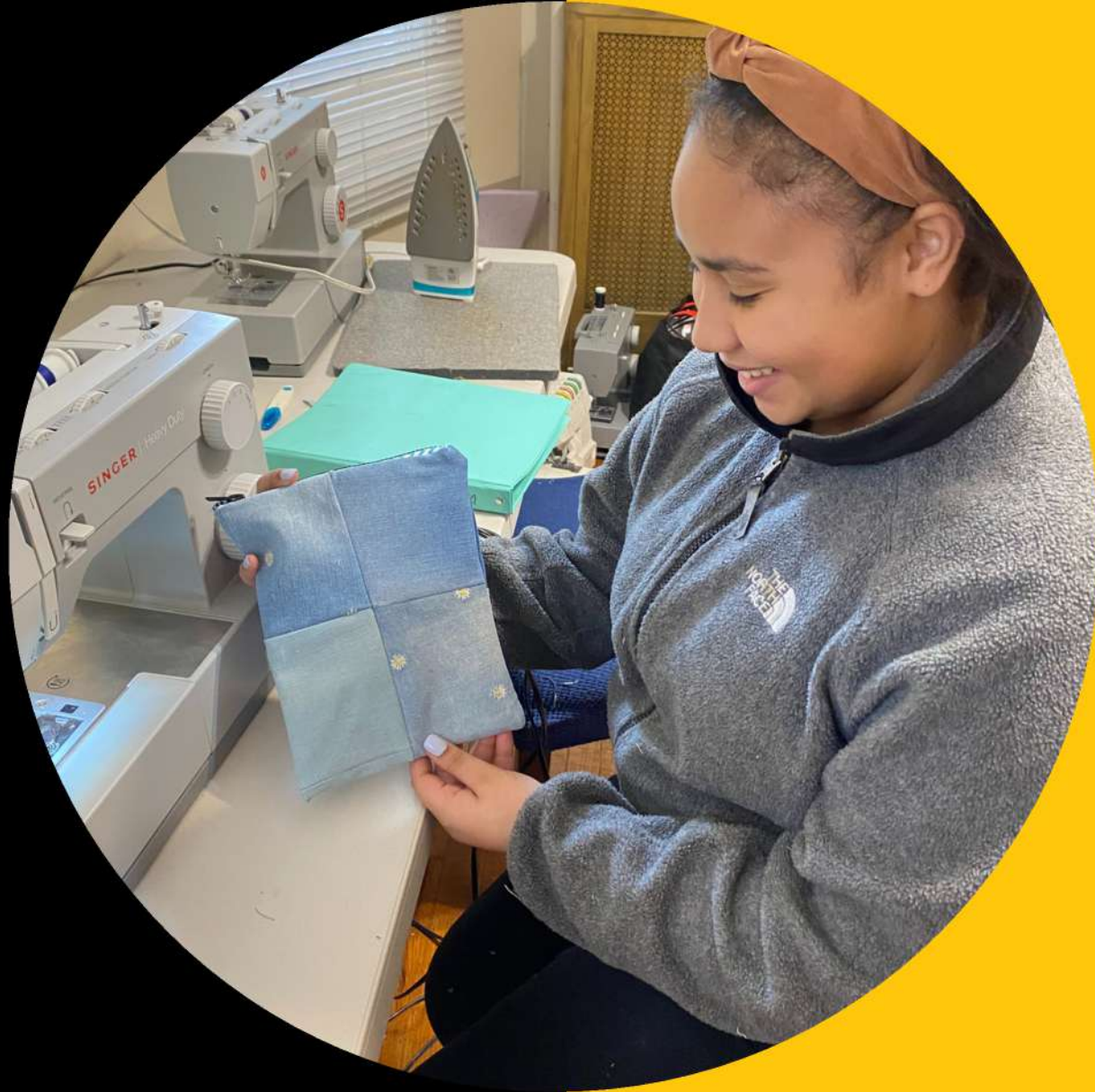
***Important Note:**

- Schools and other applicants who are partnering with schools, should take special note of this timeline:
 - Applications due Sunday, April 13, 2025
 - Notifications occur week of June 2nd 2025
- School-related programs cannot not start before August 1, 2025, and they may continue throughout the school year 2025-2026 (September-June).

PROPOSAL CRITERIA

Artistic programs that benefit underserved communities

- **Programs that address a specific community issue or concern demonstrated by:**
 - Documented collaboration with at least one community organization;
 - Description of how/why the specific project was selected;
 - How the project will benefit the targeted audience.
- **Demonstration of ability to administer the program:**
 - Realistic implementation strategies;
 - Reporting of data and evaluation/assessment;
 - Well-written narrative;
 - Appropriate budget;
 - Support material regarding effectiveness.
- **Engage diverse populations such as children, youth, seniors and people with special needs.**



**Stitch with Love,
Brick City Stitch
2023-24**

SUPPORT MATERIAL

Applicants with a 501(c)(3)

- Proof of commitment from secured project location;
- Proof of commitment from professionals to be hired;
- Resumes of key project participants;
- Work samples (3 pieces), including photos, demonstrating your ability to successfully complete the project;
- 501(c)(3)'s most-recent annual budget

Applicants Partnering with a 501(c)(3)

- Memorandum of Understanding (MOU)



**The Wynona Lipman Project,
Butterfly Arts Media
2023-2024**

THE PROCESS

Organizations and Individuals

- Organizations and individuals may submit one ArtStart 2025 Grant application requesting no more than \$5,000 for projects that occur between August 1, 2025, and June 30, 2026
- Staff will review applications for completeness only.
- A Peer Review Panel will review proposals based on the Evaluation Criteria.
- Their considerations will be provided to the Newark Arts Board of Directors, which makes final funding and award decisions.

WHAT REVIEWERS ARE LOOKING FOR

Reviewers will give paramount consideration to projects that...

- Show collaboration with community-based organizations in local neighborhoods;
- Address civic & social needs and empower residents;
- Stimulate creativity and community engagement;
- Engage diverse populations such as children, youth, seniors and people with special needs;
- Are led by small-budget organizations and individual artists;
- Occur in neighborhoods beyond downtown Newark.



**NAF KIDS, 2024-25
ArtsEd Newark**

WHAT CAN I USE FUNDS FOR?

Applications may include various artistic disciplines including but not limited to:

- **Visual;**
- **Literary;**
- **Performing;**
- **Film;**
- **Public arts.**

***Note:**

- Organizations and individuals without a non-profit 501(c)3 status must apply with a tax-exempt non-profit organization serving as their fiscal agent.
- A Memorandum of Understanding (MOU) is required as evidence of this relationship.



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WHAT GRANTS MAY BE USED FOR

- Artist fees, coordinators, technical crew, and other professional fees;
- Space rental, props, transportation costs, and other material fees integral to the project or related to making it accessible to people with disabilities (e.g. sign language interpreter; audio-captioning);
- Operating expenses such as printing, photocopying, supplies, and materials;
- Promotional expenses related to the project.

*If you have an expense not listed, notify Newark Arts to discuss your specific needs.



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WHAT IS NOT FUNDED

- Programs in service of individuals outside of Newark;
 - Note: Online programs will be considered that target Newark populations.
- Treatment programs such as substance or alcohol abuse;
 - Note: Creative arts programs (poetry, music, visual arts, etc.) that serve that population are allowed.
- Scholarships;
- Athletic teams or events;
- Fundraiser or gala events;
- Advocacy or research groups;
- Capital or building construction projects;
- Endowment campaigns;
- Support of permanent staff doing their usual job.

**ANY
QUESTIONS?**

**LET'S TAKE A LOOK AT THE
APPLICATION FORM**

BUDGET INFORMATION

Project Budget

- All applicants are required to complete the Project Budget Form, which contains an untitled column of listed expenses.
 - Column A equals the expenses covered by the requested grant funds and Column B equals the additional necessary project expenses that will not be covered by the ArtStart Grant. Column C represents the totals of Columns A and B.
- Be sure to check that all figures add up correctly and correspond to the figures you provided.
- It is not necessary to have a figure on each line on the form; complete only what is applicable to your project. Requested grant funds may be allocated to one or more categories.



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FREQUENTLY ASKED QUESTIONS (FAQ'S)

What is the success rate for ArtStart applicants?

- As funds are limited, grants are very competitive. Historically, approximately one in every three proposals have been funded. Please be aware that projects may not be fully funded.

Can Newark Arts Staff help me with my application?

- Questions can be submitted via newarkarts.org/artstart/application. However, Newark Arts does not review full proposals or provide edits to texts or budgets.

I'm not from Newark; can I still apply for an ArtStart Grant?

- Organizations/Artists not from Newark seeking funding support for programs specifically in service of Newark residents are welcome to apply. As long as your program happens within the City of Newark and benefits its communities, you are eligible for an ArtStart Grant.

FREQUENTLY ASKED QUESTIONS (FAQ'S)

What if only part of my program happens in Newark?

- Newark Arts only supports projects that happen in Newark. If part of your project occurs outside of the city, you must clearly demonstrate that the grant funds you are requesting are being applied only to the portion happening in Newark. We strongly recommend that proposed projects happen in Newark in their entirety and benefit only Newark and its communities.

If I plan to partner with other organizations, should I list them in my proposal?

- Local partnerships are integral to the success of any community-based project. You must mention your partners, indicate whether they are confirmed or proposed, and tell us how they will be involved. A letter of support from the executive director(s) is also required.

I have a great idea for a project, but nowhere to hold it! What should I do?

- Applicants must secure space to run their program prior to submitting their proposal. Our panel will be looking at how realistic your program is to implement, based on the details you provide and your program history/experience. Projects proposed without a definite space are deemed “less realistic”.

FREQUENTLY ASKED QUESTIONS (FAQ'S)

What is the ADA and how does it affect my program?

- The Americans with Disabilities Act (ADA) is a civil rights law that prohibits discrimination against individuals with disabilities in all places that are open to the general public. The purpose of the law is to ensure that people with disabilities have the same rights and opportunities as everyone else. This means that your venue should be accessible to people who have mobility impairments, and you should seek to accommodate people who are hearing or visually impaired or have other disabilities by asking them to let you know in advance of special needs. It's advisable to have an organizational ADA plan that describes the accommodations that are currently available and notes those that are being planned for.

FREQUENTLY ASKED QUESTIONS (FAQ'S)

How should I notify the Newark Arts Council if my email or mailing address changes after I submit my ArtStart grant application?

- Contact us at 973-643-1625 or mayowa.okubanjo@newarkarts.org to let us know. Be sure to identify yourself as an ArtStart grantee and provide your contact information, the name of your organization, old address information, and any updated contact information in the email.

Are ArtStart grants transferable?

- Grant funds are not transferable. Funds may be spent only on those activities specified in the grant application or approved in a project or budget revision. Applicants must submit a written request to Newark Arts prior to implementing any project or budget revisions. If the project cannot, for any reason, be implemented as described, the grant check must be returned to Newark Arts.

FREQUENTLY ASKED QUESTIONS (FAQ'S)

What happens if part of my proposal falls through after I've been awarded an ArtStart Grant?

- Major changes to your project (such as population served, staffing, funding, timeline, location, partners) must be approved prior to proceeding. You must submit a written request for approval explaining the proposed changes before moving forward with your project. If the alteration to your project changes the initial scope/benefit/impact of your awarded proposal, you may not receive your funding.

If I'm awarded a grant, what are the requirements and payment information?

- You may not spend grant dollars until you have received an official award letter and signed a grant agreement. Following the project's completion, you must submit a final report form (which will be provided), describing the project, the impact of grant funds, the number and demographics of the participants and audience, photos, and a completed final budget form. Failure to submit a complete final report in a timely manner will affect future funding.

FREQUENTLY ASKED QUESTIONS (FAQ'S)

Will you send us a grantee kit?

- Resources are available at www.newarkarts.org to help you promote your partnership with us. Recipients of ArtStart Grants are provided with all necessary documentation, ArtStart posters, and proper logos as well as instructions for how to properly credit the Newark Arts Council as a funder after the award is given. Organizations receiving support are encouraged to promote receipt of the award through press and social media.

If I'm a first-time applicant, how do I make sure I'm successful?

- Newark Arts Staff strongly recommend that you have someone review for your application to check for typos and anything you may have missed! Did you include all the required attachments? Did you answer each question to the best of your ability? Select a friend/colleague to check over your application before you submit it.



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THANK YOU!

If you have any questions regarding the Application Guidelines or Form, you can email us at grants@newarkarts.org

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