

Classroom Supply Grants for Visual and Performing Arts FY2025 Program Guidelines

Application Deadline: **September 15, 2024, at 5:00 p.m.**

Teachers and education leaders across the state have made it clear that classroom art supplies are one of their greatest needs in delivering high quality visual and performing arts education programs. Funding for art supplies is essential for Oklahoma schools to sustain valuable art programs that help students succeed in their education and beyond. To meet this critical need of schools in our state, the Oklahoma Arts Council offers Classroom Supply Grants of up to \$500 per site per school year to purchase supplies and materials for visual and performing arts instruction that takes place during the school day.

Program Objectives

- Offer resources to strengthen fine arts programs (dance, drama, literary arts, media arts, music, and/or visual arts) in schools across the state
- Support hands-on, sequential learning opportunities for Oklahoma students to meaningfully engage with the arts during the school day
- Provide support to schools in rural, remote, and lower-income communities

Overview

Project Activity Dates

August 1, 2024 - December 31, 2024 (Grant Period FY2025)

Grant Amount

Up to \$500 per school

There is no match requirement for this grant program

Informational Webinar

August 30, 2024 at 5:00 p.m.

Application Opens

August 1, 2024

Grant Portal User Account Registration Deadline

If you don't have a user account in the Fluxx grant portal by this date, you may not be able to start and submit a grant application by the application deadline.

August 23, 2024 at 5:00 p.m.

Application Deadline

September 15, 2024 at 11:59 p.m.

Who Can Apply?

Oklahoma PreK-12 public schools are eligible to apply for this grant. Schools must have at least one part-time arts instructor in the discipline(s) for which they are requesting funding. School sites may only submit one application per site.

What Supplies Can Be Purchased?

Classroom Supply Grants can reimburse the purchase of consumable, non-permanent items in Dance, Drama and Theatre, Music, and Visual Arts. If selected for funding, your school will receive a grant payment after your supplies are purchased and you submit a final report.

Dance:

- License fees for use of music
- Dance shoes, costuming, elastic hairbands, and bobby pins
- Floor tape and spiking tape
- Materials to create props and set for performances
- Costuming for performances
- Pencils, markers, paper, and other basic classroom needs
- Therabands and tennis/lacrosse
- Cleaning wipes/antibacterial cleaning supplies
- Other consumable dance supplies

Drama and Theatre:

- Supplies to create costumes for one-time productions
- Materials needed to create set pieces for performances (nails and screws for set constructions, paint, lumber, gaffer's tape, etc.)
- Sheet music or script usage fees, royalty fees, license fees
- Props for performances
- Other consumable drama and theatre supplies

Music:

- Sheet music
- Rented musical instruments
- Tuning or maintenance for existing musical instruments
- Reeds, bow rosin, cleaning cloths, or other consumable items related to musical instruments
- License fees for use of music
- Other expendable music supplies
- Software rental

Visual Arts:

- Drawing supplies (paper, sketch pads, pens, ink, charcoal, etc.)
- Painting supplies (paint, paintbrushes)
- Pencils, pens, pastels, oil pastels
- Ink, beads, wood, leather, yarn, glue, or other items for mixed media or collage projects
- Sponges, paper towels, or cleaning supplies

- Supplies to create collaborative works that are not permanently installed in a building
- Ceramic or sculpture supplies (clay, paint, glazes, glue)
- Software rental
- Other consumable visual art supplies
- Other consumable media art supplies

Unallowable expenses include permanently held equipment, capital improvements (including updates to school-owned facilities), musical instruments, theatrical drapes, lights, iPads, computers, printers, cameras, microphones, music stands, easels, pottery wheels, kilns, screens for screen printing, tickets, tuition, field trips, student travel, scholarships, permanent art installations, activities where college credit is given, loss of revenue, debt repayment, subgranting, duties or expenses related to fundraising and/or lobbying, activities or expenses that may advance or inhibit any religious belief, events that are not open to the public, cash prizes or awards, and hospitality expenses (i.e., food, drink, receptions, parties, galas)

How to Apply

Step 1: Your organization must be verified in the Oklahoma Arts Council grant portal before applying for this grant opportunity. If your organization is new to Oklahoma Arts Council grants, you must create a new account in the Fluxx grant portal and complete the eligibility verification process (which may take up to 15 days to review and process). If you have questions, contact our grants office at grants@arts.ok.gov or 405-521-2040.

Step 2: Once your organization is verified, you can start an application from the Apply for Funding page. Applications are due by 5:00 p.m. on the application deadline date published on the grant program guidelines. If an application deadline falls on a weekend or state holiday, the application will be due by 5:00 p.m. on the next business day. Late submissions are subject to the noncompliance policies as outlined in the General Grant Terms and Conditions.

Grant Process

1. Request access to the grant system (for new schools only)
2. Submit an application
3. Application is reviewed by Oklahoma Arts Council
4. Award notification (if the project is selected for funding)
5. Accept grant contract
6. Project activity occurs
7. Submit a final report
8. Grant payment is processed

Review Criteria

The Oklahoma Arts Council will consider the following when we review applications for Classroom Supply Grants:

1. A school's commitment to arts instruction. Schools must show how they are committed to ongoing high-quality arts instruction by:

- Indicating that they have at least one part-time arts instructor in the discipline for which they are asking for funding.
 - Explaining in the grant application how they will use supplies to present curriculum that meets state and/or national education standards in the discipline
2. A school's ability to create equitable access to arts education. The Oklahoma Arts Council will prioritize funding for schools that serve the following:
- Rural counties (counties with fewer than 50,000 residents).
 - Under-resourced communities (schools where at least 70 percent of students are eligible for Title I assistance).

Frequently Asked Questions

Who purchases the supplies?

Schools must purchase their own supplies. The Oklahoma Arts Council will not be purchasing the supplies.

Are the funds provided before or after I purchase the supplies?

Funds are provided after you have purchased the supplies and have submitted a final report through our grant system.

What supplies can I purchase?

Please review examples of eligible supplies listed on our website (above). The grant is designed to support a broad list of supplies, but supplies must be directly related to the provision of visual and/or performing arts instruction that takes place during the school day. Supplies must also be consumable, non-permanent items.

Do schools need to use specific vendors?

No. Schools can purchase their supplies from any vendor. The Oklahoma Arts Council does not establish or provide a list of vendors. For this grant, the Oklahoma Arts Council does not require information about vendors. Schools should follow applicable school and district policies.

Do I need to tell the Oklahoma Arts Council what we purchase?

For the grant application and the grant final report, be prepared to describe in general what your school purchased and how students benefited. As with all Oklahoma Arts Council grants, we do require that you keep receipts and records from your purchases (please do not send them to us unless we ask).

When will we receive the funds?

A final report will be available in our grant system as soon as your Authorizing Official accepts the contract. The Grant Contact will need to log in and complete the final report – and send copies of your support material – once you have purchased your supplies. Payment is processed after we receive and review your final report. Payment may take up to six weeks to process.

How will I know when the funds have been paid?

We recommend you stay in contact with your school or district finance office about the arrival of the payment. Make sure your school or district finance office knows why they received the payment and how it should be allocated.

Grantee Requirements

If selected for funding, grantee organizations must comply with all requirements as outlined in the Legal Assurances/General Grant Terms, grant contract, and grant program guidelines, including but not limited to the following:

- Signed electronic grant contract by the deadline specified in the award notification email
- Updated contact, mailing, and payment/banking information with the Oklahoma Arts Council and Oklahoma Office of Management and Enterprise Services (OMES) vendor office
- Thank you letters to your organization's legislators
- Timely submission of required reports
- Retention of all financial records (including invoices and receipts) related to the grant award for seven years

Who to Contact for Help

For questions about this grant program, contact Jennifer Allen-Barron, Arts Education Director, at jennifer.allen-barron@arts.ok.gov or 405-521-2036

For questions about grant system access, contact Martyna Sandoval, Grants and Programs Associate, at martyna.sandoval@arts.ok.gov or 405-521-2040

For questions about managing your grant award, contact Thomas Tran, Grants Director, at thomas.tran@arts.ok.gov or 405-521-2041