

VIRGINIA COMMISSION FOR THE ARTS

ARTIST ENGAGEMENT APPLICATION WORKSHOP

February 21, 2023



WELCOME

New and Returning Applicants!



Margaret Hancock
Executive Director

Casey Polczynski
Deputy Director

Cathy Welborn
Senior Grants Officer

Lo Crilley
Artist Engagement
Coordinator

1968

year established

800+

*grants per year
across the
Commonwealth*

\$5.2 million

allocated in FY23

Only

*state agency
dedicated to
investing in the arts*

Mission

*to invest in the arts
in the
Commonwealth of
Virginia*

150+

*Recipients of the
Artist Fellowships in
multiple disciplines*

40

*on the VCA Teaching
Artist Roster*

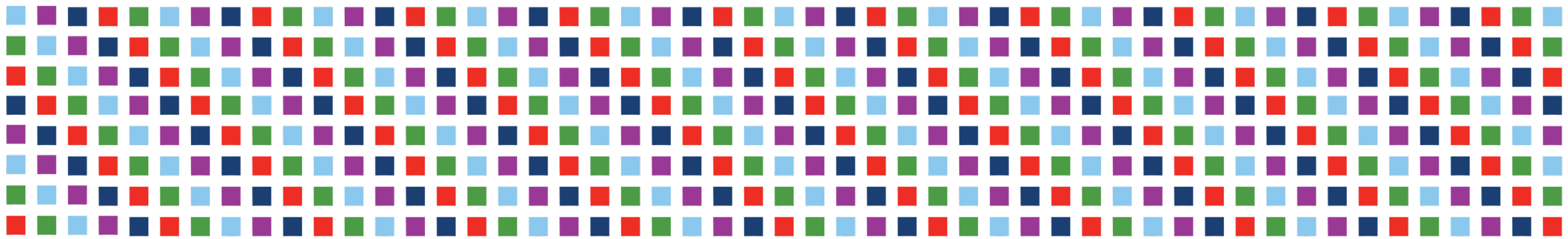
56,335

*Artists engaged
through grants and
additional programs
of the VCA*

64

*on the VCA Touring
Artist Roster*

NEW AT THE VCA





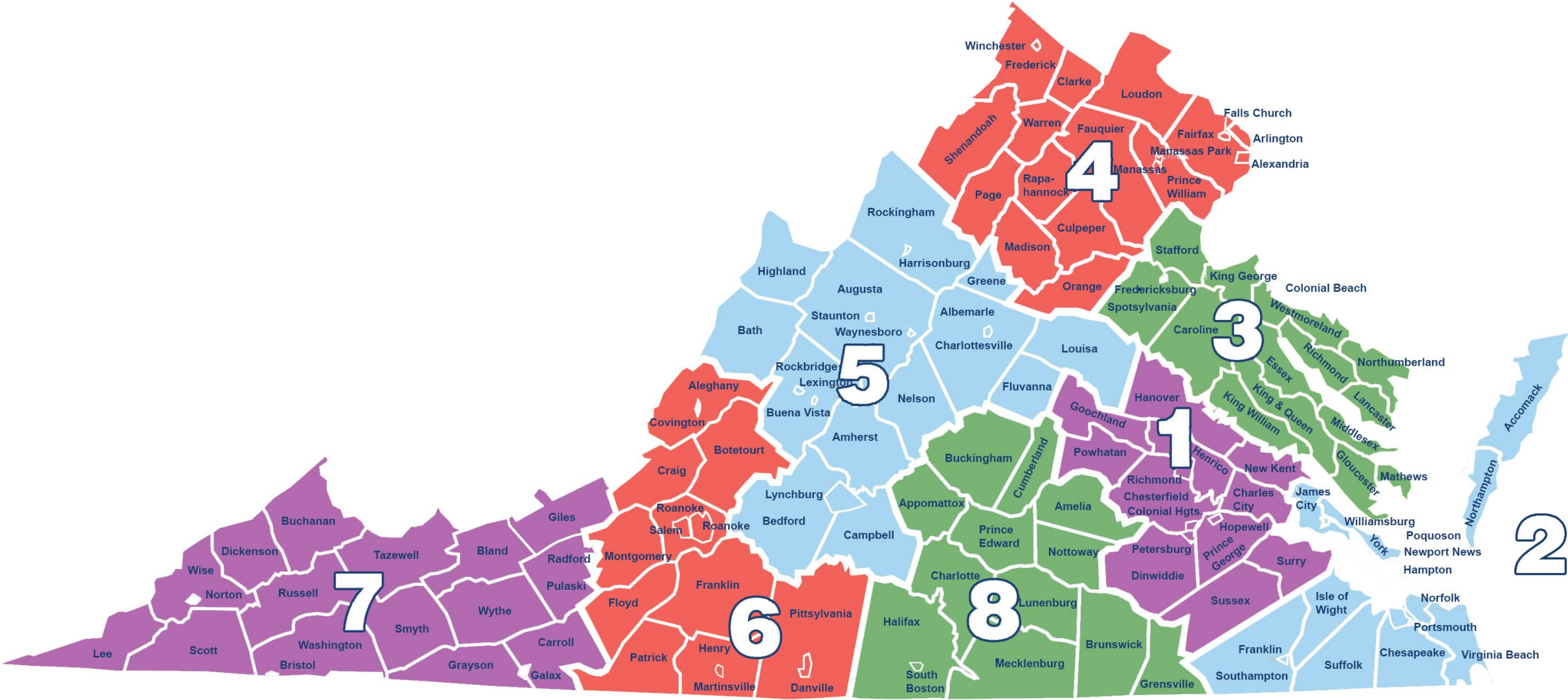


[HOME](#)[ABOUT ▾](#)[GRANTS](#)[ARTIST ROSTERS ▾](#)[INITIATIVES ▾](#)[RESOURCES](#)[NEWS](#)[APPLY](#)

Which VCA Grant is Right for You? Find out, [HERE](#).

[All](#)[Partnership Grants](#)[Impact Grants](#)[Artist Engagement](#)

REGIONAL MAP



The federal government has transitioned from the use of “DUNS Numbers” to a new Unique Entity Identifier (also referred to as “SAM UEI”, or just “UEI”) through [SAM.gov](https://sam.gov) as the primary identifier for tracking where federal grant dollars flow. This new SAM UEI is required of all state, regional, and local agencies, along with nonprofit organizations that receive federal funding; a SAM UEI is also required of organizations that are subgrantees of state, regional, and local agencies. Since Virginia Commission for the Arts receives a grant from the National Endowment for the Arts, it requires all VCA applicants (except individuals) to have a SAM UEI. Acquiring a SAM UEI is a free process. Be wary of scams that may try to impersonate SAM.gov or may try to scam your organization into paying for a UEI.

As a potential subgrantee receiving federal funds through the VCA’s Partnership Agreement with the National Endowment for the Arts, you must obtain a UEI to apply for VCA funding.

Already registered in SAM.gov?

Great – you are good to go! Organizations that are already registered with [SAM.gov](https://sam.gov) have automatically been assigned a new SAM UEI.

Not yet registered in SAM.gov?

To obtain your organization’s SAM UEI, you will need to request one through [SAM.gov](https://sam.gov) – you can do so by visiting [this page](#) and clicking the button that says “Get Unique Entity ID.” Note: you will be prompted to log in or create an account through LogIn.gov in order to proceed. Please note that you do not need to complete a full registration (“Register Entity”) with SAM.gov in order to get a SAM UEI. Acquiring a SAM UEI is a free process.

Helpful Links

You do not need to complete a full registration (“Register Entity”) with SAM.gov in order to get a SAM UEI. Acquiring a SAM UEI is a free process. For more information about obtaining your new UEI, you can view this webinar, [GSA webinar](#) or this slide deck, [the presentation slide deck](#). Visit the Federal Service Desk at [FSD.gov](https://fso.dhs.gov) to search for frequently asked questions.

Individuals do not need to have a SAM UEI in order to apply for or receive grants.

If you do not have your UEI, we encourage you to register now. All Virginia W-9 Forms must include a UEI.



PARTNERSHIP GRANTS

- General Operating Support: Medium and Large Arts Organizations | GOS
 - Operating Support Small: Small Arts Organizations | OSS
 - Creative Community Partnership Grants
-

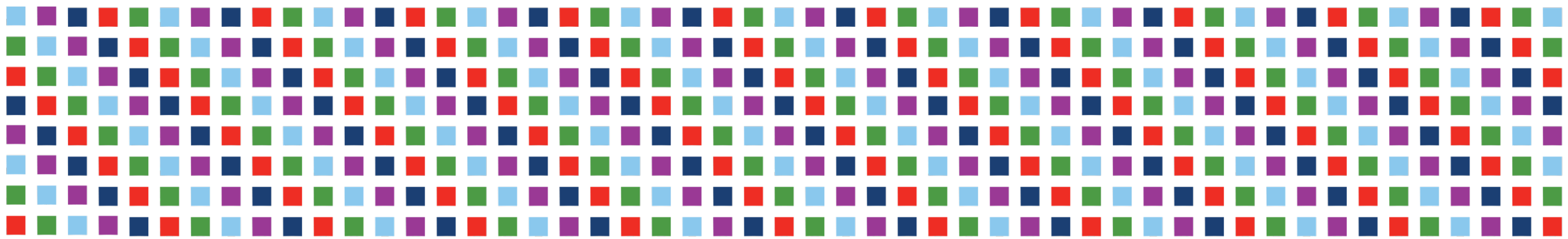
IMPACT GRANTS

- Community Impact Grants
 - Education Impact Grants
-

ARTIST ENGAGEMENT

- Touring Artist Roster
- Virginia Touring Grants
- Teaching Artist Roster
- Arts in Practice Grants
- Artist Fellowships

BASIC ELIGIBILITY

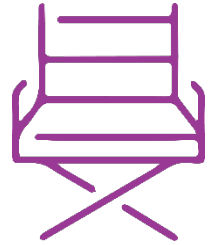


BASIC ELIGIBILITY | VIRGINIA ORGANIZATIONS



- are **nonprofit and exempt from federal income tax** under Section 501(a), which includes the 501(c)(3) designation of the Internal Revenue code, or are units of government, or are educational institutions, or are local chapters of tax-exempt national organizations;
- must have a **valid Unique Entity Identifier (UEI) number**, a 12-character alphanumeric value assigned, managed, and owned by the federal government through Sam.gov.(this excludes individual artists);
- will **remain in operation for the duration of the grant cycle** to receive and apply the funds;
- **produce, present, or support in Virginia**, dance, literary arts, media arts, music, theater, visual, and related arts;
- **comply with Title VI, Section 601, of the Civil Rights Act of 1964** which states that no person, on the grounds of race, color, or national origin, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
- **comply with Title IV, Section 1681, of the Education Amendments of 1972, and the Age Discrimination Act of 1975, Section 6101**, which prohibit discrimination on the basis of sex or age;
- **comply with Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990**, which state that no otherwise qualified person shall, solely by reason of a handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance;
- are **not under current debarment or suspension** from federal funding;
- have **no past due Final Reports to the VCA** at the time of application

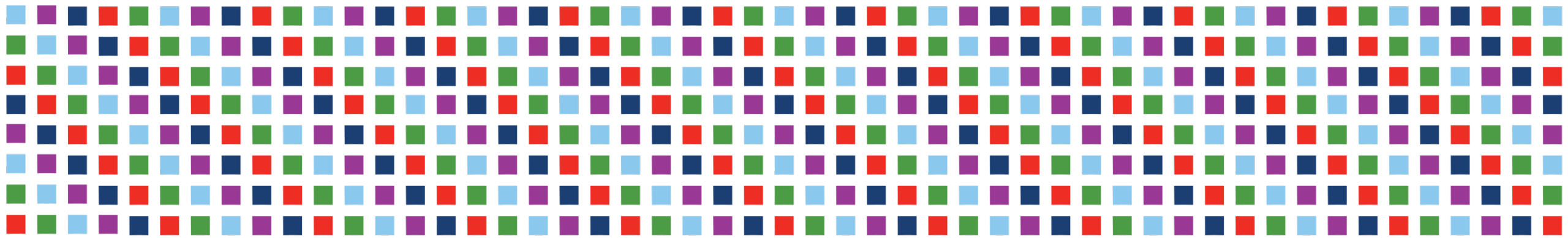
Please see each [grant category](#) on our website for additional eligibility criteria.



The Virginia Commission for the Arts does not fund:

- Activities restricted to an organization's membership
 - Expenses related to parties, receptions, fundraising events/benefits, etc.
 - Endowments or capital campaigns
 - Activities that are primarily religious in purpose
 - College or university-based projects that are part of a required course or curriculum, that do not involve and serve a significant non-student population, or that are for activities that are otherwise available in the community
 - General operating support for historic celebrations or community promotional activities
 - Fines and penalties, bad debt costs, or deficit reduction
 - Arts activities / programs that have already started or otherwise occurred
 - Activities or programs that take place outside Virginia
 - Vocal, dance and musical ensembles that perform primarily pop, Broadway, or barbershop music, or that focus primarily on competitions
- Lobbying** | No part of a Virginia Commission for the Arts grant shall be used for any activity intended to influence a member of Congress or the General Assembly, to favor or oppose any legislation.

ARTIST ENGAGEMENT



ORGANIZATIONS CAN APPLY! // //

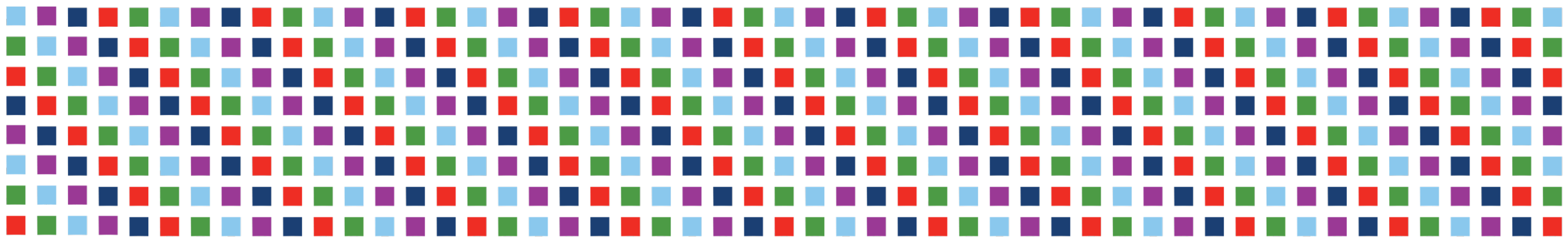
- ☒ **Touring Artist Roster**
- ☒ **Virginia Touring Grants**
- ☒ **Teaching Artist Roster**
- ☒ **Arts in Practice** (formerly ALEX)
- Artist Fellowships**

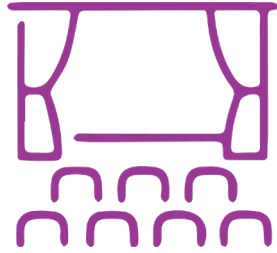
INDIVIDUALS CAN APPLY! // //

- ☒ **Touring Artist Roster**
- Virginia Touring Grants**
- ☒ **Teaching Artist Roster**
- Arts in Practice** (formerly ALEX)
- ☒ **Artist Fellowships**

TOURING ARTIST ROSTER

VIRGINIA TOURING GRANTS





PURPOSE

To increase opportunities for Virginians to experience high-quality performing arts events, and promote high-quality Virginia artists.

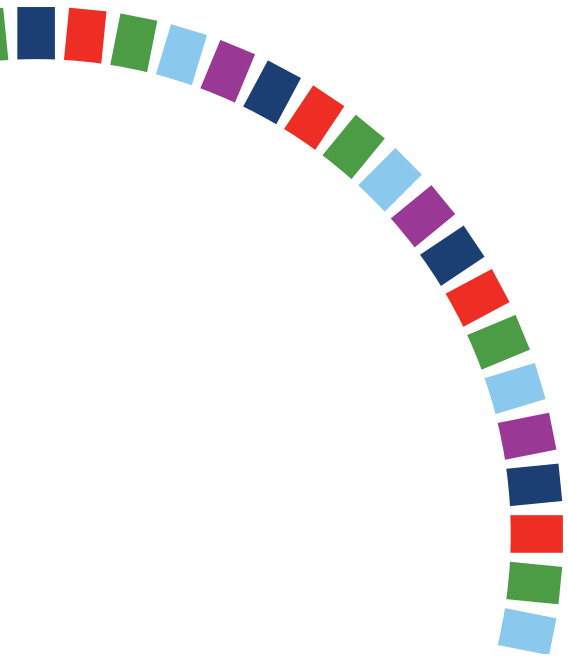
DESCRIPTION

This Virginia Touring Grant program supports touring by Virginia performing artists and ensembles within the state. The touring activities are restricted to those listed in the Commission's annual Touring Artist Roster.

Any nonprofit organization meeting the Basic Eligibility criteria can apply to receive a Virginia Touring Grant to support these activities. Grants are made to the presenter, not to the touring artist(s). Touring artists apply to be listed on the Touring Artist Roster, with a set dollar amount reserved to support their touring.

To be eligible for funding, performances must take place in Virginia but outside of the performer's home base. Any activity underwritten with Commission touring assistance funds must be open to the public, and the presenter must provide community-wide publicity. Elementary and secondary schools, senior living facilities, correctional facilities, and hospitals are exempt from this Commission requirement.

TOURING ARTIST ROSTER



NEWLY ENGAGED | TOURING ARTIST ROSTER



Francesca Hurst



Good Shot Judy



Redd Volkaert Trio/Quartet



The Jason Cale Band

WHO CAN APPLY

Virginia performing artists and performing arts ensembles. Individual students or organizations whose members are primarily Pre-K-12 or undergraduate college students are not eligible for inclusion in the Touring Artist Roster.



BIO RITMO | Salsa

Artists awarded inclusion onto the Touring Artist Roster are given an allocation that is used to fund Virginia Touring Grants



The Virginia Commission for the Arts awards touring support grants to presenters of a particular artist/ensemble on a first-come, first-served basis from that artist's and/or ensemble's allocation. Grant award letters are generally emailed two weeks after receipt of each presenter's application by the Commission.

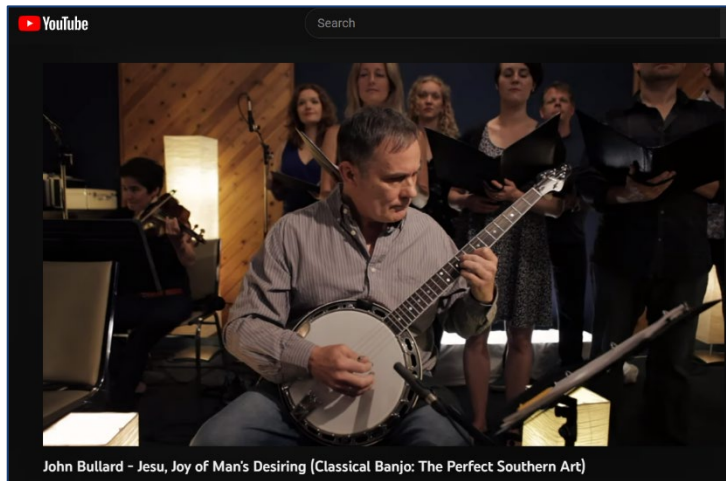
TOURING ARTIST ROSTER APPLICATION



- Artistic Excellence
- Effective Management
- Cost-effectiveness of the Proposed Tour
- Evidence of Presenter Interest
- Unique Contribution to the Virginia Touring Artist Roster



3 AUDIO-VISUAL LINKS



JOHN BULLARD | Classical Banjo

3 DOCUMENTS REFLECTING PRESENTER INTEREST

Letter of Recommendation

August 1, 2025

Estelle Darcy
Acoustics Specialist
Audible Tech
402 Byron Lane, Sacramento, CA 95820
+1530-456-7890

Ms. Darcy:

For your introduction, state your name, your profession or role title, and how you know the person you will recommend. Include a brief greeting and the background of why you're writing. Make your intentions clear from the start.

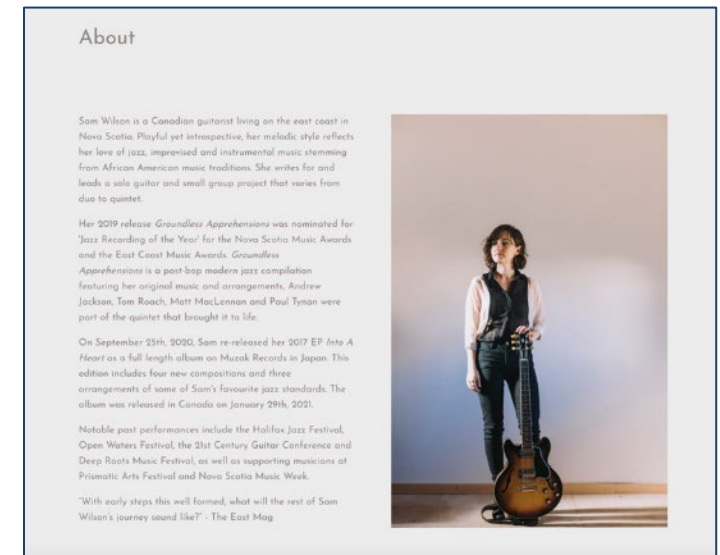
The main paragraph contains the most important part of your message. Why is the recommended person ideal for the job? Cite specific scenarios, ones that highlight the person's strengths and the impact they have. An ideal example would include an old issue, how the person solved it, and how this affected the team.

Finally, the conclusion summarizes all the attributes that make the recommended person fit for the role. Do not forget to include that you are available to be contacted regarding the matter. You may add a closing statement or salutation. Tip: [Click here to browse](#) Canva's library of Envelopes. Find one that would match your letter of recommendation!

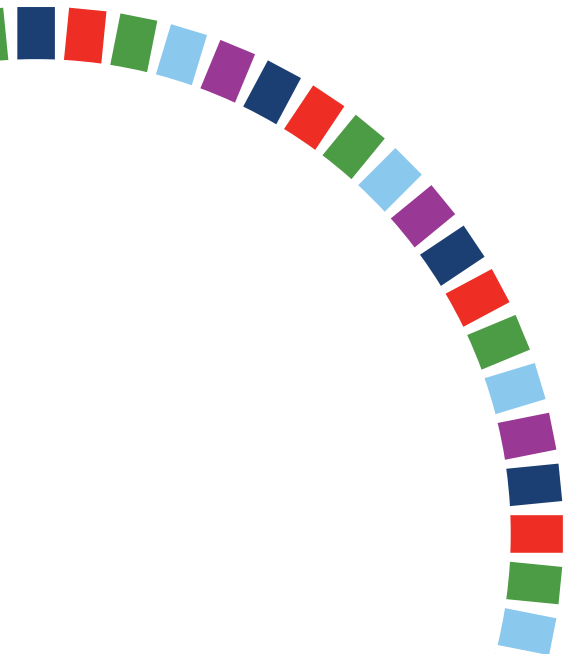
Best regards,
Sebastian Bennett
Sebastian Bennett
Department Head

123 Anywhere St., Any City, ST 12345 | 123-456-7890 | sebb@designstudio.com

BIOS



VIRGINIA TOURING GRANTS





WHO CAN APPLY

- Virginia nonprofit organizations | arts organizations, community centers, theatres, hospitals, nursing homes, service organizations, etc.
- Units of local or tribal government | libraries, parks and recreation departments, etc.
- Educational institutions | PreK-12 schools, colleges and universities, public and private
- Must present activities in ADA compliant facilities
- Must have a valid UEI number

***NOTE** For more information on obtaining a UEI number visit www.sam.gov

ELIGIBLE ACTIVITIES

- Programs taking place in Virginia from June 1, 2023 - June 15, 2024*
- Programs listed in the Touring Artist Roster which take place at least 30 miles from home base of the artist/ensemble
- Programs should be open to the public, and the presenter must provide community- wide publicity. Elementary and secondary schools, senior living facilities, correctional facilities, and hospitals may be exempt from this requirement
- Touring assistance may not be used for fund-raising events

***NOTE** If a performance takes place June 16-30, the presenter will apply for funding in the next grant cycle. Please have the presenter contact VCA staff for more information.

- **SCHEDULING** | Artists and presenters are responsible for scheduling events, negotiating fees, and all other arrangements.
- **VCA SUBSIDY** | The amount of the VCA subsidy may be negotiated by artists and presenters at any level up to, but not exceeding, 50% of the negotiated performance fee for a particular event.
- **FEES** | The fees listed may not include expenses such as the artist's transportation to the presenter's community, meals, lodging, and related expenses. Presenters should clarify what additional expenses may or may not be included in the fee.
- **TECH** | Artists should confirm all technical requirements with the presenter prior to negotiating the terms of the contract.
- **CHANGES** | Any changes in the contract or contact information by either the presenter or artist must be submitted to the VCA in order to update the application and online Touring Artist Roster.

- **EXECUTION** | Presenters must execute a contract with each artist/ensemble. The contract must be signed by both the artist or the artist's representative and the presenter, with a signed copy kept on file for future reference.
- **CLARITY** | A well-written contract can be simple and concise and will clarify each party's requirements and expectations about the event. It should specify items such as technical and publicity requirements; the date, time, and place of the event; the artist's fee to be paid by the presenter; the anticipated Commission touring assistance grant award to the presenter to be applied toward the total fee; and all other special requirements or considerations.
- **VCA CLAUSE** | All contracts must include a clause stating:

*This contract is contingent upon receipt of a Virginia Touring Grant award in the amount of
\$_____ from the Virginia Commission for the Arts.*



- **WAITLIST** | If an artist/ensemble listed on the Touring Artist Roster has used all of its original allocation prior to December 1, it may book additional performances and encourage the presenters to apply to the Commission's "wait list" on a first-come first-served basis for funds which have gone unused by other artists/ensembles.
- **NO GUARANTEE** | It is the responsibility of the artist/ensemble to explain that there is no guarantee of funding in this situation.
- **PERFORMANCE DATES** | Waitlist performances must take place between December 2 and June 15 of each touring season.

NOTE:

Touring ensembles that receive an allocation of \$25,000 or more may not apply for waitlist funds.

VIRGINIA TOURING GRANT AWARD

- Presenters may apply online for a **1:1 match of up to 50% of the performance fee** only subject to the overall limit for each touring artist/ensemble.
- Virginia Touring Grant award amounts are a **minimum of \$100 and maximum of \$7,500** per event.
- Funds from other Commission programs may not be used to match any portion of a Virginia Touring Grant award.

VIRGINIA TOURING GRANT PAYMENT

- **Grant Awards over \$500**
The Commission will send 85% of the grant award to the presenter before the scheduled event **IF** they apply at least 4 weeks in advance. Otherwise, awards will be paid in full 30 days after the receipt of the final report.
- **Grant Awards of \$100 to \$499** | Payment will be made in full approximately 30 days after the Commission has received the final report.
- **Awards for July Performances** | Will be made in full 30 days after the receipt of the final report, but no earlier than August 1.

PRESENTER REQUIREMENTS

- The presenter must acknowledge and utilize **VCA/NEA logos** on all published materials.
- The Commission will pay **the final 15% of the grant after receiving a final report.**
- Presenters must **submit final reports within 30 days** after each event. Final report forms can be found on the presenter's Dashboard.



VA TOURING GRANT APPLICATION



APPLICATION | REQUIRED DOCUMENTATION



- ✓ **UIE NUMBER**
- ✓ **IRS 501C3 DETERMINATION LETTER**
- ✓ **VA W-9 FORM**
- ✓ **CERTIFICATION OF ASSURANCES**
- ✓ **SIGNED CONTRACT**
- ✓ **DATES OF PERFORMANCE(S)**
- ✓ **MARKETING AND PUBLICITY PLAN**
- ✓ **VA TOURING GRANT FINAL REPORT BUDGET**

Virginia Touring Grants

PURPOSE

Increase opportunities for Virginians to experience high-quality performing arts events, and promote high-quality Virginia artists.

DESCRIPTION

This grant program supports touring by Virginia performing artists and ensembles within the state. The touring activities are restricted to those listed in the Commission's annual Touring Artist Roster. Any nonprofit organization meeting the Basic Eligibility criteria can apply to receive a touring assistance grant to support these activities. Grants are made to the presenter, not to the touring artist(s). Touring artists apply to be listed in the Touring Artist Roster, with a set dollar amount reserved to support their touring, as outlined below. To be eligible for funding, performances must take place in Virginia but outside of the performer's home base. Any activity underwritten with Commission touring assistance funds must be open to the public, and the presenter must provide community-wide publicity. Elementary and secondary schools, senior living facilities, correctional facilities, and hospitals are exempt from this Commission requirement.

FOR PERFORMERS AND ENSEMBLES SEEKING TO BE LISTED ON THE TOURING ARTIST ROSTER

ELIGIBLE APPLICANTS

Virginia performing artists and performing arts ensembles. Individual students or organizations whose members are primarily Pre-K-12 or undergraduate college students are not eligible for inclusion in the Touring Artist Roster.

ELIGIBLE ACTIVITIES

- All bookings for Performing Arts Touring Assistance must take place 30 miles outside of the home area of the touring artist(s)/ensemble.
- Programs should be open to the public, and the presenter must provide community-wide publicity. Elementary and secondary schools, senior living facilities, correctional facilities, and hospitals may be exempt from this requirement.

DEADLINE FOR ARTISTS TO APPLY FOR INCLUSION ON THE TOURING ARTIST ROSTER

Online application is due July 15, 2023, by 5:00 p.m. EST, for the touring season of July 1, 2024, to June 15, 2025.



[APPLY ONLINE](#)

FOUNDANT ONLINE GRANT SYSTEM

Note: Virginia Touring Grant Applications go online on March 1, 2023, for the touring season of July 1, 2023 – June 15, 2024

Forms and Resources

Guidelines for Funding

Virginia W-9 Form

Virginia Touring Grant Certification of Assurances

Presenter Touring Assistance Final Report Budget FY23

Virginia Touring Grant Final Report FY24

FORMS!

2023

March 1

Touring Artist Roster and
Virginia Touring Assistance
Applications go live

July 1

Touring Season begins for
applications approved in
2022

July 15

Touring Artist Roster **deadline** for
the touring season of July 1, 2024
to June 15, 2025

Early September

Touring Artist Panel Review

Mid October

Touring Artist Roster decisions are announced

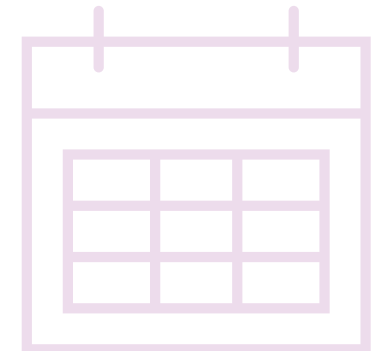
December 1

Virginia Touring Grant application deadline

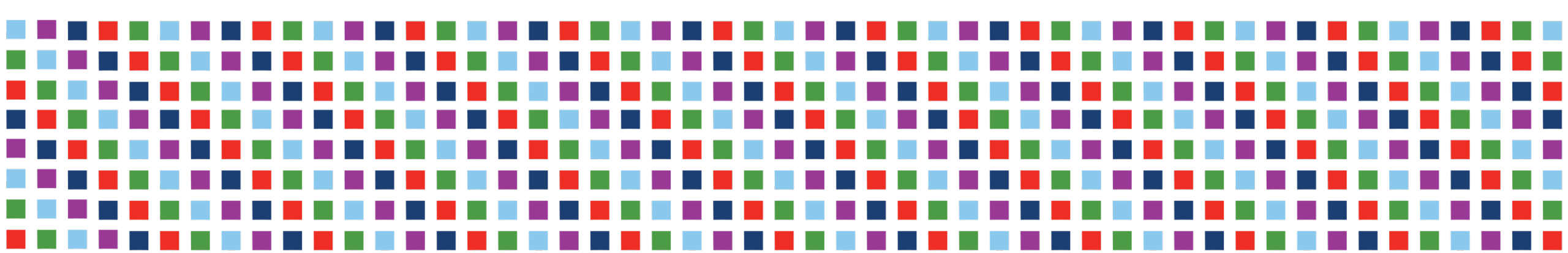
2024

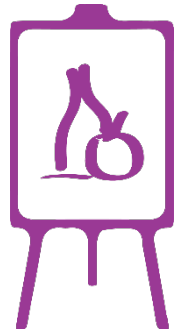
July 1

Touring Season begins for
applications approved in
2023



TEACHING ARTIST ROSTER





PURPOSE

To identify and promote highly-qualified and experienced Teaching Artists with expertise in schools and other community-based settings. The Teaching Artist Roster is an online resource for VCA Education Impact Grants, as well as any other school or community group seeking professional teaching artists.

DESCRIPTION

Teaching Artists are committed to the development of their own artistic practice as well as their teaching pedagogy with the desire to share their knowledge through residencies and workshops. They are knowledgeable in the techniques and content of their disciplines and are adept at developing and implementing audience-specific arts curriculum. Although the VCA promotes the Teaching Artist Roster to applicants and others, the Commission does not guarantee contract work to our Teaching Artists.



Angela Dribben



Quentin Walston

WHO CAN APPLY

- 18 years of age or older at the time of application
- a resident of VA, DE, KY, MD, NC, PA, TN, WV, and/or the District of Columbia
- professional artist with expertise in one or more disciplines
- skilled in working with children, youth, teachers, adults, seniors, veterans, and/or other populations
- committed to differentiated instruction and effective teaching methods to reach all learners
- individual Teaching Artists as well as nonprofit organizations that provide educational programming and employ Teaching Artists are eligible to apply

NOTE: Full-time students are ineligible to apply for the Teaching Artist Roster.

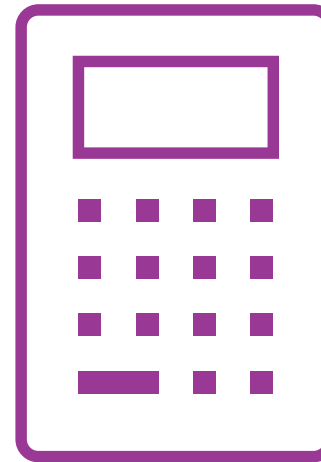


TEENS WITH A PURPOSE | Creative Youth Development

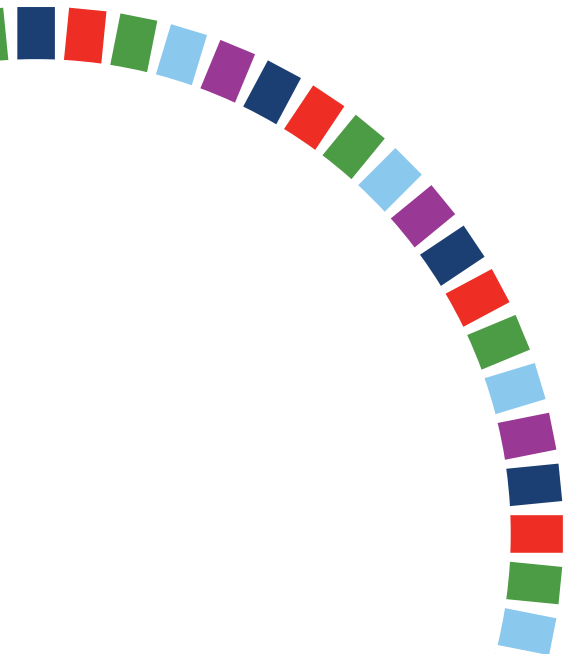
FEES

- The VCA does not negotiate fees, nor acts as a booking agent
- Teaching Artist fees will vary based on regions, experience, and professional background. The VCA requires fees to be listed on all applications.

[Teaching Artist Guild – Pay Rate Calculator](#)



TEACHING ARTIST ROSTER APPLICATION



- Artistic Excellence
- Instructional Excellence
- Collaboration and Program Management
- Professionalism

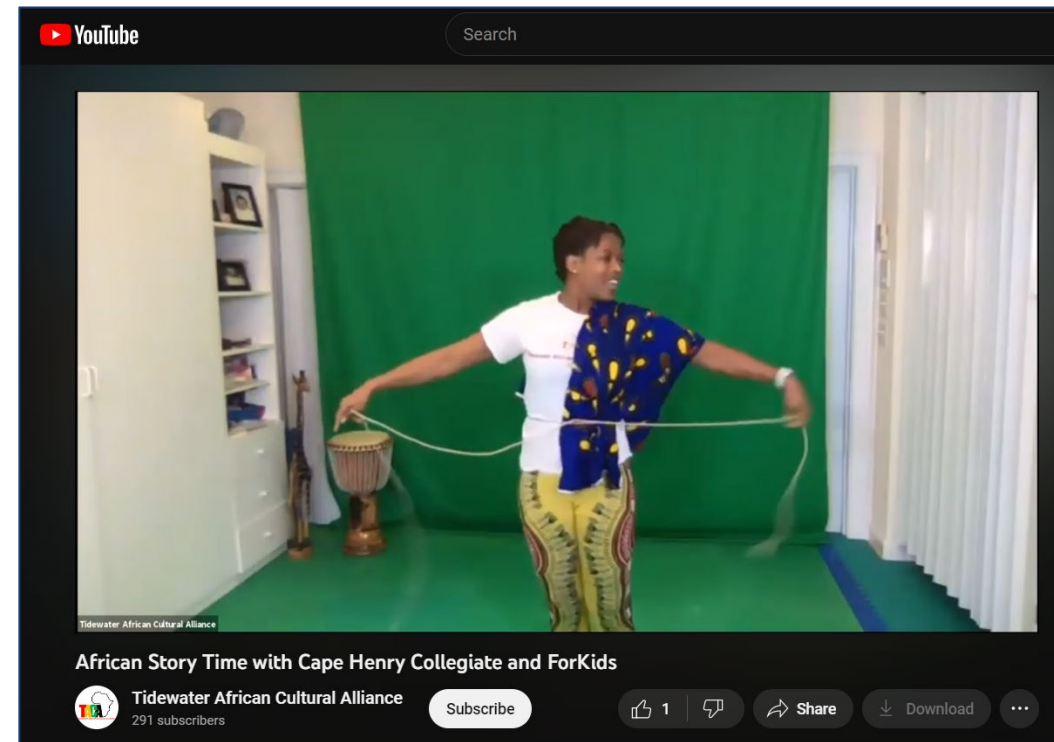


3 WORK SAMPLES *ARTISTIC EXCELLENCE*



JENNIFER REIS | textiles

1 WORK SAMPLE *INSTRUCTIONAL EXCELLENCE*



TIDEWATER AFRICAN CULTURAL ALLIANCE |
Teaching and Touring Artist Roster

RESUME(S)

About


Sam Wilson is a Canadian guitarist living on the east coast in Nova Scotia. Playful yet introspective, her melodic style reflects her love of jazz, improvised and instrumental music stemming from African American music traditions. She writes for and leads a solo guitar and small group project that varies from duo to quintet.

Her 2019 release *Groundless Apprehensions* was nominated for 'Jazz Recording of the Year' for the Nova Scotia Music Awards and the East Coast Music Awards. *Groundless Apprehensions* is a post-bop modern jazz compilation featuring her original music and arrangements. Andrew Jackson, Tom Roach, Matt MacLennan and Paul Tynan were part of the quintet that brought it to life.

On September 25th, 2020, Sam re-released her 2017 EP *Into A Heart* as a full length album on Musak Records in Japan. This edition includes four new compositions and three arrangements of some of Sam's favourite jazz standards. The album was released in Canada on January 29th, 2021.

Notable past performances include the Halifax Jazz Festival, Open Waters Festival, the 21st Century Guitar Conference and Deep Roots Music Festival, as well as supporting musicians at Prismatic Arts Festival and Nova Scotia Music Week.

"With early steps this well formed, what will the rest of Sam Wilson's journey sound like?" - The East Mag



1 LESSON PLAN

Lesson Plan

Name: Date:

Action Plan

Goals

-
-
-
-

Evaluation

Notes

2 REFERENCE LETTERS

Letter of Recommendation

August 1, 2020

Estelle Darcy
Recruitment Specialist
Auster Tech
408 Byers Lane, Sacramento, CA 92426
+123-456-7890

Ms. Darcy:

For your introduction, state your name, your profession or role title, and how you know the person you will recommend. Include a brief greeting and the background of why you're writing. Make your intentions clear from the start.

The main paragraph contains the most important part of your message. Why is the recommended person ideal for the job? Cite specific scenarios, ones that highlight the person's strengths and the impact they have. An ideal example would include an old issue, how the person solved it, and how this affected the team.

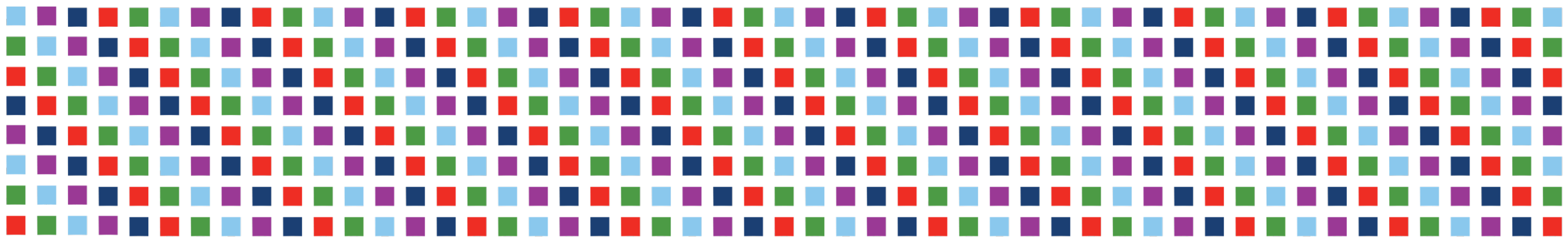
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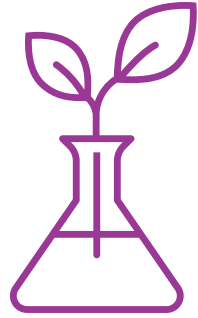
Best regards,
Sebastian Bennett
Sebastian Bennett
Department Head

123 Anywhere St., Any City, ST 12345 | 123-456-7890 | hello@realgrayscale.com

ARTS IN PRACTICE |

AIEx





PURPOSE

To increase opportunities for short-term artist residencies that engage communities and learners in 20 hours or less of arts-based instruction.

DESCRIPTION

The Arts in Practice grants program provides support of up to \$1,500 (15 percent cash match) to eligible Virginia Pre–K-12 schools, nonprofit organizations, and units of local and tribal government for short-term residencies focused on participatory and experiential learning conducted by professional teaching artists. VCA Teaching Roster Artists who are permanent Virginia residents can apply for up to two Arts in Practice grants per grant cycle. Funding is available on a first-come-first-served basis and applications will be reviewed by staff in the order in which they are received. The shape and schedule of the residency is up to the school/organization and the artist. An intensive residency may occur over one to three days, or it may be appropriate to have more residency activities of shorter duration, such as two hours a week for six weeks. For residencies that are more than 20 hours, please apply for the Education Impact Grant.

WHO CAN APPLY

- Virginia's public Pre-K–12 schools
- Virginia private, federally tax-exempt schools
- Virginia nonprofit organizations
- Virginia units of local and tribal government
- Current VCA Teaching Artist Roster participants who are permanent Virginia residents



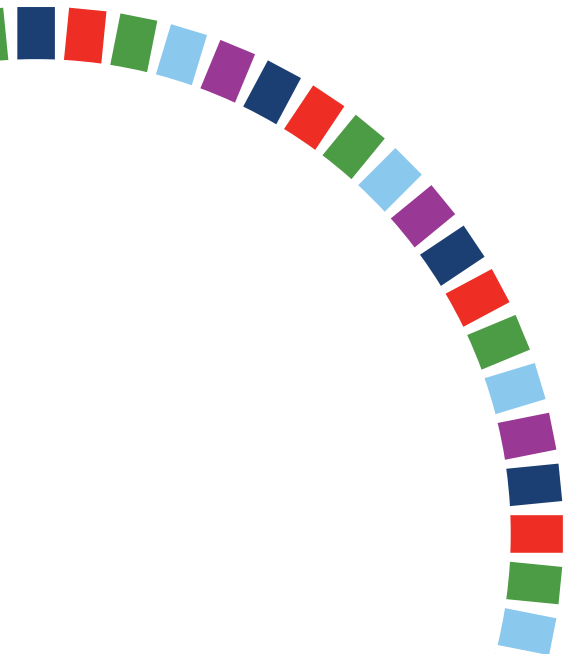
LAURA LEE GULLEDGE | Graphic Novels & Comics

ELIGIBLE ACTIVITIES

- residencies/workshops for VA pre-K-12 students, teachers and adults
- short-term residencies/workshops (20 hrs or less)
- family day events, after-school programming
- professional development for teachers and artists
- in-person, virtual or hybrid learning models
- cross-generational, varied in time/length, variety of settings, participatory in nature and/or community-focused programs

NOTE: Concerts, assemblies or field trips are ineligible

ARTS IN PRACTICE APPLICATION



- Education Impact
- Artistic Excellence
- Instructional Excellence





BYPASSING SUPPORT DOCUMENTATION

TEACHING ARTIST ROSTER

APPLICATION | REQUIRED DOCUMENTATION



- ✓ **UEI NUMBER**
- ✓ **IRS 501C3 DETERMINATION LETTER**
- ✓ **VA W-9 FORM**
- ✓ **CERTIFICATION OF ASSURANCES**
- ✓ **RESIDENCY BUDGET**
- ✓ **LOCATION/DATES OF RESIDENCY/WORKSHOP**
- ✓ **METHODS FOR PROGRAM EVALUATION**
- ✓ **MARKETING AND PUBLICITY PLAN**

FY23 ALEX / Arts in Practice

PURPOSE

To increase opportunities for short-term artist residencies that engage communities and learners in 20 hours or less of arts-based instruction.

DESCRIPTION

The Arts in Practice grants program provides support of up to \$1,500 (15 percent cash match) to eligible Virginia Pre-K-12 schools, not-for-profit organizations, and units of local and tribal government for short-term residencies focused on participatory and experiential learning conducted by professional teaching artists. VCA Teaching Roster Artists who are permanent Virginia residents can apply for up to two Arts in Practice grants per grant cycle. Funding is available on a first-come-first-served basis and applications will be reviewed by staff in the order in which they are received. The shape and schedule of the residency is up to the school/organization and the artist. An intensive residency may occur over one to three days, or it may be appropriate to have more residency activities of shorter duration, such as two hours a week for six weeks. For residencies that are more than 20 hours, please apply for the Education Impact Grant.

ELIGIBLE APPLICANTS

- Virginia's public Pre-K-12 schools
- Virginia private, federally tax-exempt schools
- Virginia nonprofit organizations
- Virginia units of local and tribal government
- Current VCA Teaching Artist Roster participants who are permanent Virginia residents



[APPLY ONLINE](#)

[FOUNDANT ONLINE GRANT SYSTEM](#)

Forms and Resources

[Guidelines for Funding](#)

[Virginia W-9 Form](#)

[Budget Template](#)

[FY23 Certification of Assurances](#)

FORMS!

EDUCATION-BASED GRANT OPPORTUNITIES



ARTIST ENGAGEMENT

- ✓ **Teaching Artist Roster**
- ✓ **Arts in Practice** (formerly ALEX)

IMPACT GRANTS

- ✓ **Education Impact Grants**

Teaching Artist Roster | open to individual artists as well as nonprofit organizations with teaching artists

Arts in Practice | Nonprofit organizations and units of local and tribal government can apply to bring in teaching artists for educational programming twice a year. If applying for GOS funding, these entities cannot apply to Arts in Practice. VCA Teaching Artists from the Teaching Artist Roster can apply twice a year.

Education Impact | Similar to Arts in Practice, however, only nonprofit organizations and units of local and tribal government can apply.

Arts in Practice

- Up to \$1,500 | 15% cash match
- 20 hours or less of arts-based instruction
- In-agency review
- Total funds distributed at the beginning of the program
- Final report required

Education Impact

- Up to \$5,000 | 1:1 cash match
- State-wide advisory panel review
- Sept 15 - 85% payment
- 15% payment received upon completion of final report
- Final report required



2023

Jan 9

Education Impact application goes live

April 3

Teaching Artist Roster deadline (Spring)
Education Impact Grant deadline

April 17

FY23 AIEx deadline

Mid May

Education Impact panel review
Teaching Artist Roster panel review (Spring)

July 1

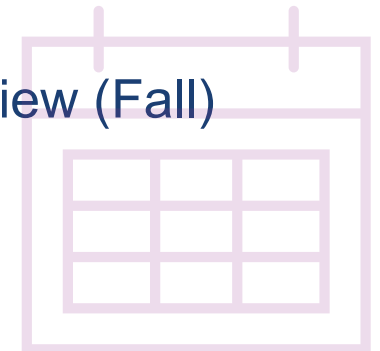
Arts in Practice application goes live

October 2

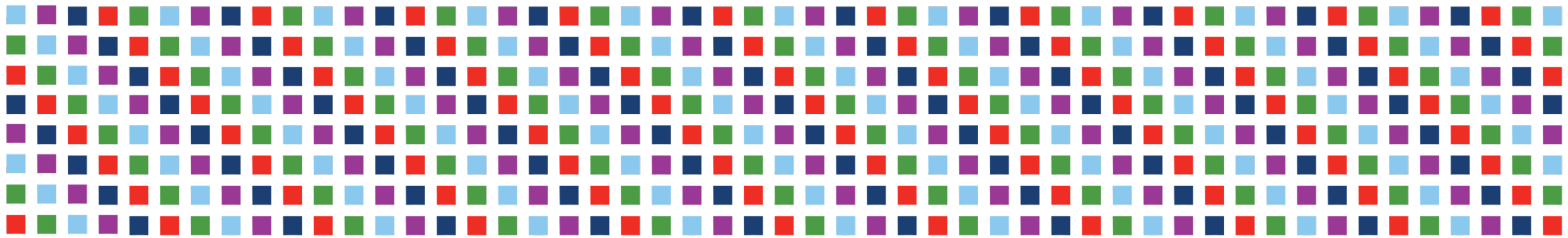
Teaching Artist Roster deadline (Fall)

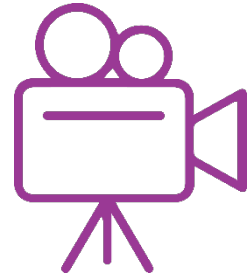
Mid Nov

Teaching Artist Roster panel review (Fall)



ARTIST FELLOWSHIPS





PURPOSE

To recognize the creative excellence of individual Virginia artists
and support their pursuit of artistic excellence.

DESCRIPTION

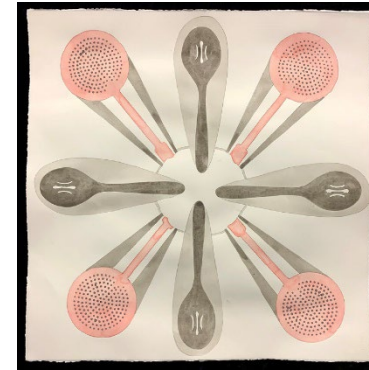
A limited number of fellowships are available to professional creative artists living in Virginia. Funding in this category is highly competitive. Specific arts disciplines are eligible for support each year on a rotating basis, depending upon the amount of state funding available to the Commission. Artists should confirm with Commission staff the select disciplines each year.



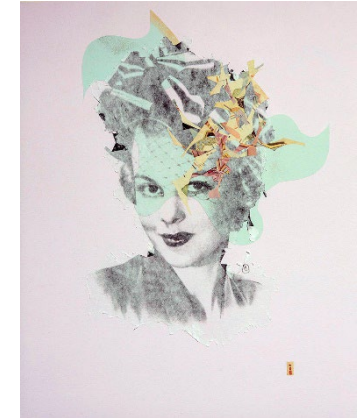
Anne Renee Gower



A.D. Herzel



Susan Johnson



Blythe King



Janice Knipe



AnneMarie Liddell



Nikki Painter



Tree Williams

NEWLY ENGAGED | SONGWRITING



Reinaldo Alvarez



Orion Faruque



Christopher Jeter



Molly Joyce



Nancy McNamara



Curt Sydnor



Kari Thomas Kovick

WHO CAN APPLY

- A legal resident who possesses a valid Virginia driver's license and/or pays income taxes in Virginia and/or is a registered Virginia voter
- Artists who plan to remain a Virginia resident during the grant period
- Artists who are 18 years of age
- Artists may receive only one fellowship from the Commission within any four-year period

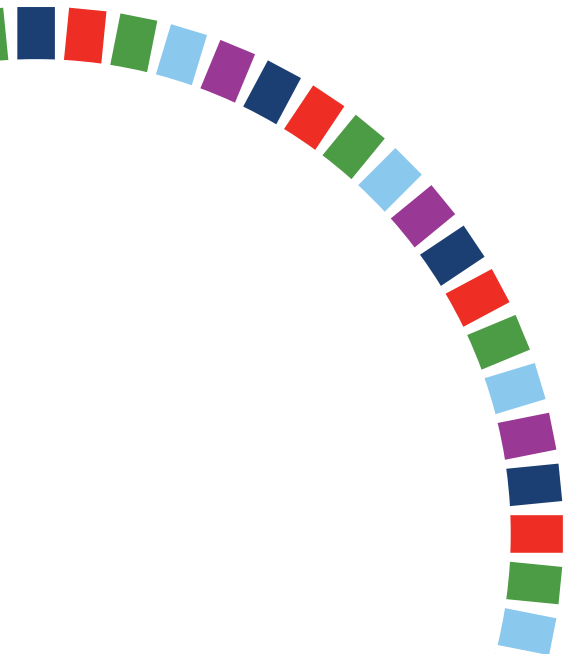


SALLY MAN | Photography

Artist Fellows are awarded up to \$5,000 each. Artist are not required to provide matching funds.



ARTIST FELLOWSHIP APPLICATION



- Artistic Excellence
- Professionalism
- Fellowship Potential



WORK SAMPLES *ARTISTIC EXCELLENCE*



NATASSJA SWIFT | fiber

NARRATIVE

Narrative Writing Prompt

Names	Date:
Sections	Score:

CREATE A NARRATIVE BASED ON THIS PROMPT:

Describe how you fell in love, from start to finish.
You can write about another person, but you can also write about your hobby, a place, a book, or anything that inspires the same giddy sense of "falling."

RESUMES

About


Sam Wilson is a Canadian guitarist living on the east coast in Nova Scotia. Playful yet introspective, her melodic style reflects her love of jazz, improvised and instrumental music stemming from African American music traditions. She writes for and leads a solo guitar and small group project that varies from duo to quintet.

Her 2019 release *Groundless Apprehensions* was nominated for 'Jazz Recording of the Year' for the Nova Scotia Music Awards and the East Coast Music Awards. *Groundless Apprehensions* is a post-bop modern jazz compilation featuring her original music and arrangements. Andrew Jackson, Tom Roach, Matt MacLennan and Paul Tynan were part of the quintet that brought it to life.

On September 25th, 2020, Sam re-released her 2017 EP *Into A Heart* as a full length album on Muzak Records in Japan. This edition includes four new compositions and three arrangements of some of Sam's favourite jazz standards. The album was released in Canada on January 29th, 2021.

Notable past performances include the Halifax Jazz Festival, Open Waters Festival, the 21st Century Guitar Conference and Deep Roots Music Festival, as well as supporting musicians at Prismatic Arts Festival and Nova Scotia Music Week.

"With early steps this well formed, what will the rest of Sam Wilson's journey sound like?" - The East Mag



2023

Summer

Disciplines for Artist Fellowship
are announced

Mid July

Artist Fellowship application goes live

October 2

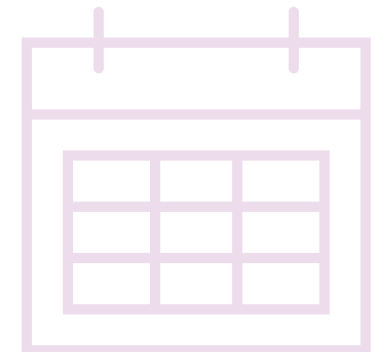
Artist Fellowship deadline

Early November

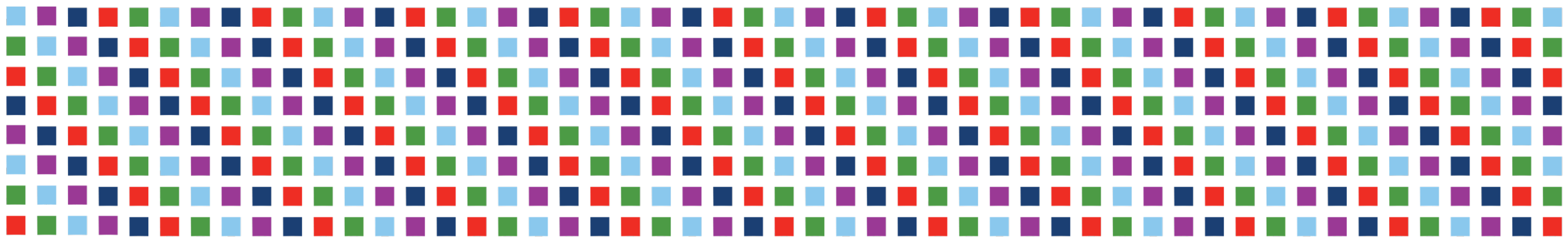
Artist Fellowship panel review

Mid December

Artist Fellows are announced



RESOURCES





GUIDELINES FOR FUNDING

July 1, 2023 – June 30, 2024

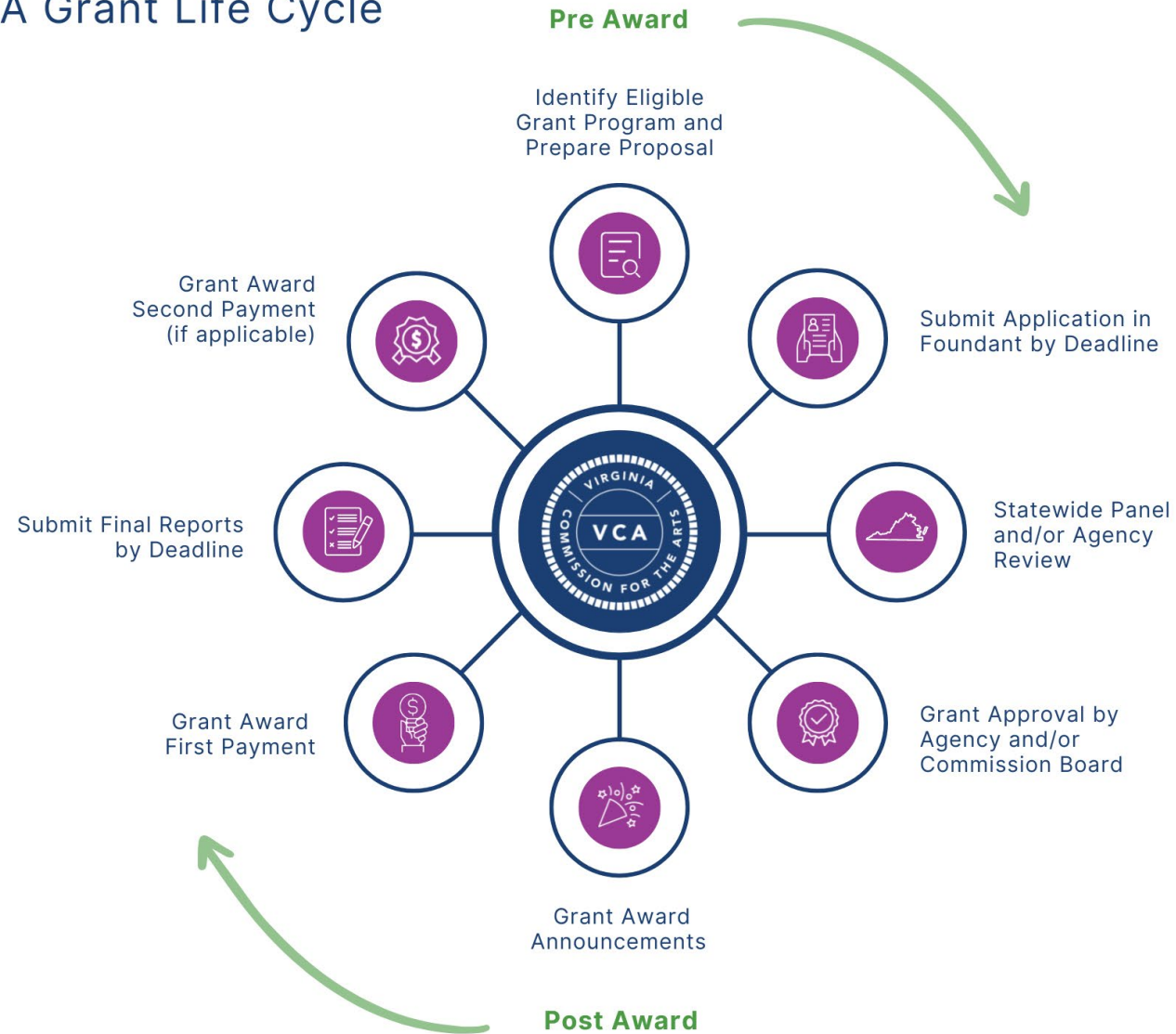
<https://vca.virginia.gov/guidelines-for-funding/>

WHICH VCA GRANT IS RIGHT FOR YOU?

VCA FY24 GRANTS	Eligible Applicants	Application Deadline	Grant Support	Grant Allocation	Match Requirement
GOS General Operating Support for Medium & Large Organizations	501(c)(3) arts organizations with income greater than \$150K	February 1 Short Form* March 1 Long Form	General operating support	\$2,500 - \$100,000	None
OSS Operating Support for Small Organizations	501(c)(3) arts organizations with income less than \$150K	March 1	General operating support	\$2,500	None
Creative Community Partnership Grant	Independent city/town/county/tribal governments in VA	April 1	Operating support for arts organizations serving the locality or tribal nation	\$100 - \$4,500	1:1 match, 50% of match must be cash
Community Impact Grant	501(c)(3) organizations, colleges/universities, units of local and tribal government	March 1	New arts initiatives GOS, OSS, and Education Impact May Not Apply	up to \$5,000	1:1 match, 50% of match must be cash
Education Impact Grant	Pre-K-12 schools, 501(c)(3) organizations, units of local and tribal government	April 3	School/summer/adult artist residencies; professional development for arts educators Community Impact May Not Apply	up to \$5,000	1:1 match, 50% of match must be cash
Virginia Touring Grant	Pre-K-12 schools, 501(c)(3) organizations, colleges/universities, units of local and tribal government	March 1 - December 1	Presenter expenses for performances by artists on VCA Touring Artist Roster	\$100 - \$7,500	1:1 match, 50% of match must be cash
Arts in Practice Grant	Pre-K-12 schools, 501(c)(3) organizations, units of local and tribal government, VCA teaching artists residing in VA	July 1 - April 15 or until funds are exhausted	Short-term youth/adult artist residencies, professional development for arts educators GOS & OSS May Not Apply	Up to \$1,500	15% cash match
Touring Artist Roster	Performing artists/ensembles residing in VA	July 15	Inclusion on the VCA Touring Artist Roster	\$1,000 - \$40,000 Allocation	Presenter pays 1:1 match through a Virginia Touring Grant
Teaching Artist Roster	Teaching artists residing in VA, D.C., DE, KY, MD, NC, PA, TN, and WV	April 3 and October 2	Inclusion on the VCA Teaching Artist Roster	No Cash Award	None
Artist Fellowships	Individual artists residing in VA	October 2	Unrestricted support Art disciplines for FY24 announced in summer 2023	\$5,000	None



VCA Grant Life Cycle



Online Grant System

All applications must be submitted via [Foundant](#), the VCA's online grants system. Applications are due in Foundant by 5:00 p.m. EST on the date published for each individual grant program. No paper applications are accepted – no exceptions!

To Apply


Go to www.vca.virginia.gov and click on [Grants](#). Once you or your organization is registered in Foundant, you will have created an online profile and account. You can log on anytime to apply for funding opportunities, review active grants, view past submissions, request funds, and submit final reports. Simply enter your username and password to sign in.

Click here for [Foundant Tips and FAQs](#)

APPLY
HERE!



- Use the “Collaborate” tab to allow others within your organization to access the application
- Questions with an asterisk* are required
- Incomplete applications cannot be submitted
- Once an application is submitted, you will be unable to access it
- Applications may be sent back to draft if staff identifies essential missing information
- VCA Staff may add “Administrator Comments” within your application to request additional information or clarification as needed, during preliminary review

The logo for the Virginia Commission for the Arts (VCA) is a circular seal. It features the text "VIRGINIA COMMISSION FOR THE ARTS" around the perimeter and "VCA" in the center.

VIRGINIA COMMISSION FOR THE ARTS

Lagon

Email Address*

Password*

[Log On](#) [Create New Account](#)

[Forgot your Password?](#)

Welcome to the Virginia Commission for the Arts' online grants system!

First time here?
Please click on "Create New Account" to complete the registration process and create your logon credentials. Be sure to keep this login information for your records.

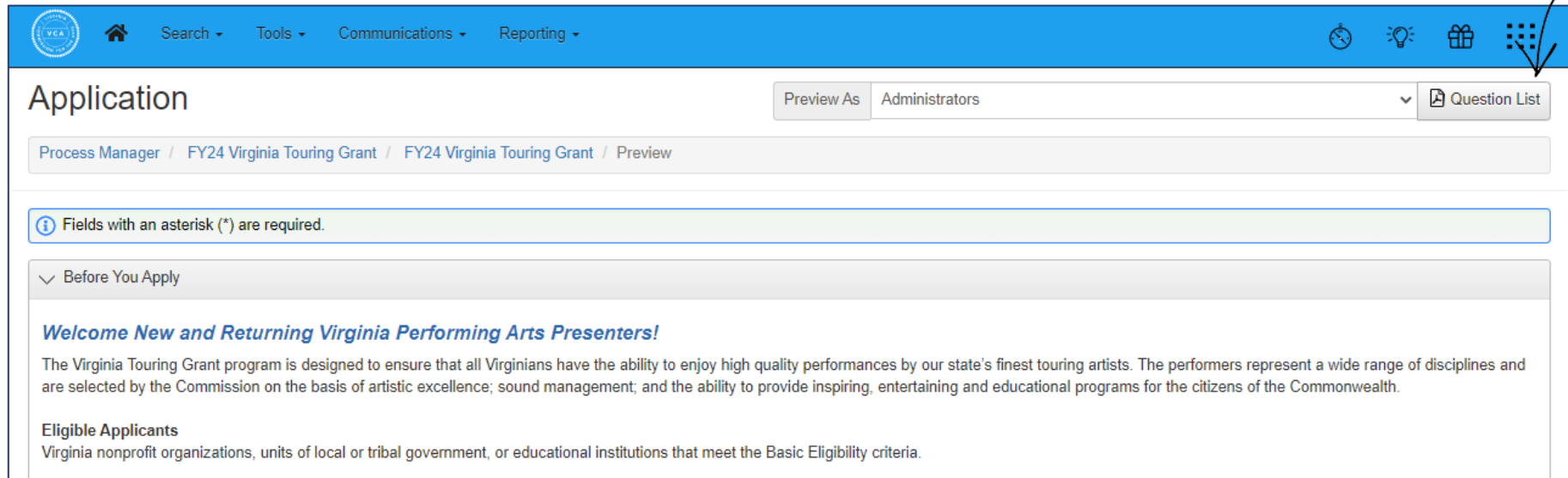
Returning applicant?
Please enter your credentials and log in. If you forgot your password, please use the "Forgot your Password" link to the left to reset your password.

Not Sure?
If you think that you or someone at your organization has already registered in the system, DO NOT create a new account. If you are unsure, contact:

Catherine Welborn, Senior Grants Officer
catherine.welborn@vca.virginia.gov

Click [HERE](#) for other online system resources and tips.

DOWNLOAD
QUESTIONS!

A screenshot of the Foundant application interface. The top navigation bar is blue and contains the VCA logo, a home icon, and dropdown menus for Search, Tools, Communications, and Reporting. On the right side of the bar are icons for a clock, a lightbulb, a gift, and a grid of dots. An arrow points from the text "DOWNLOAD QUESTIONS!" to the grid icon. Below the navigation bar, the main content area has a header "Application" with a "Preview As" dropdown set to "Administrators" and a "Question List" button. A breadcrumb trail reads "Process Manager / FY24 Virginia Touring Grant / FY24 Virginia Touring Grant / Preview". A green information box states "Fields with an asterisk (*) are required." Below this is a section titled "Before You Apply" which contains a welcome message and eligibility criteria for the Virginia Touring Grant program.

Application Preview As Administrators Question List

Process Manager / FY24 Virginia Touring Grant / FY24 Virginia Touring Grant / Preview

Fields with an asterisk (*) are required.

Before You Apply

Welcome New and Returning Virginia Performing Arts Presenters!

The Virginia Touring Grant program is designed to ensure that all Virginians have the ability to enjoy high quality performances by our state's finest touring artists. The performers represent a wide range of disciplines and are selected by the Commission on the basis of artistic excellence; sound management; and the ability to provide inspiring, entertaining and educational programs for the citizens of the Commonwealth.

Eligible Applicants

Virginia nonprofit organizations, units of local or tribal government, or educational institutions that meet the Basic Eligibility criteria.

DIGITAL ENGAGEMENT





Barter Players

★ Touring Artist Roster

Barter Players | Classic Theatre for Young People

ABOUT THE ARTIST/ENSEMBLE

The Barter Players – Comprised of young professional actors, The Barter Players present professional theatre primarily focused toward young audiences of all ages and backgrounds. Two different age-appropriate, literature-based productions for students are available for in-school tour performances from January to March.. Innovation, humor, ensemble acting, imagination, and giving voice to new social challenges are the trademarks of The Barter Players. Virginia learning standards are directly tied into each play and are listed in a free companion study guide, available with additional helpful materials at bartertheatre.com. Free actor talkback sessions immediately following performances allow students to interact with the actors and learn more about the art of theatre. Performance workshops for pre-K through college are available to students and teachers immediately following performances. Workshops are adapted to the age level of the students and provide hands-on learning of the same theatrical tools and exercises used by the actors.

The Barter Players Encore Company – For those who want to see a Barter Players show on the big stage, The Barter Players Encore Company presents professional theatre primarily focused toward young audiences, touring in November and December. Comprised of “graduates” of the Barter Players, The Encore Players tour



CONTACT BARTER PLAYERS:

Represented by: Sarah Van Deusen

Abingdon, VA

playertours@bartertheatre.com

(276) 619-3347

<https://bartertheatre.com/the-barter-players/>

SOCIAL LINKS



Please find the press release on our website, here "[The VCA Announces 2022-2023 Artist Fellowship Award Recipients](#)".

SOCIAL MEDIA PROMOTION AND SITE BADGES

We've created social media graphics for you to share with your network. Download the .png files below with transparency to you can insert yourself or your work on your social media posts. Make sure to tag us and [follow us on Instagram – @virginiaarts](#).



[Download](#)



[Download](#)



[Download](#)

GENERAL TIPS!



- Applicants should read the “General Policies” (page 9) section as well as the Guidelines for Funding for a particular grant program. **General Policies apply to all grantees of the Commission.**
- New applicants to the Commission should **contact the Commission staff** as soon as possible for information on application procedures and to confirm eligibility.
- In preparing grant applications, applicants **should not assume** that the panelists know their organization firsthand. Tell your **story and the impact** you are hoping to achieve in as concise and compelling manner
- Jargon, buzz words, and insider language in the proposal are discouraged.
- Applicants are responsible for complying with the instructions and **Certification of Assurances** attached to each application form.

The Art of Storytelling | The Journey Group

February 15, 2023



[Grantee Resources – Virginia Commission for the Arts](#)



Impact Celebration

January 23, 2023



[Impact Celebration – Virginia Commission for the Arts](#)



QUESTIONS

Answers to FAQ's can also be found on our website, [HERE](#)

CONTACT US

Questions about VCA Partnership and Impact Grants

Cathy Welborn, Senior Grants Officer

catherine.welborn@vca.virginia.gov

Questions about Artist Engagement Grants

Lorraine Crilley, Artist Engagement Coordinator

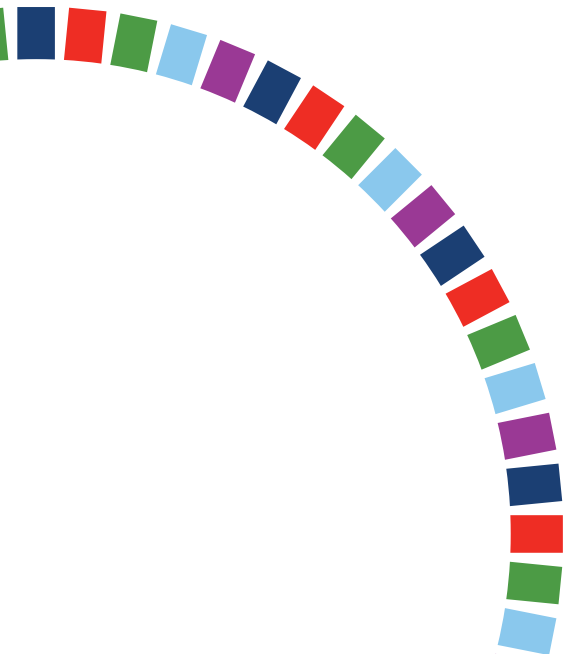
lorraine.crilley@vca.virginia.gov

**Stay connected with the Virginia Commission for
the Arts!**

#virginiaarts

www.vca.virginia.gov

804.225.3132





THANK YOU

