Important Dates for 2016-17 Application

We are pleased to host weekly technical assistance calls for applicants throughout the month of September:

**Wednesday, September 14th, 8:00-9:00pm**
**Tuesday, September 20th, 4:00-5:00pm**
**Thursday, September 29th, 8:00-9:00pm**

Calls can be accessed by dialing 712-775-7031 and using code 715-015-724.

For technical assistance on the due date of the application (Sept. 30th), please contact the Fund’s interim director Elizabeth Cole directly at 773-454-0698.

Application deadlines:

- **May 6**
  - artlook Schools portal closes at 11:59pm
  - completion of the survey is a prerequisite for grant funding

- **July 1**
  - Application portal opens

- **September 30**
  - Grant application due

- **December 15**
  - Grant recipients announced

Information sessions for schools:
Optional information sessions will be held in locations across the city on:

- **Tuesday, May 10**  5pm-7pm
  - Jacob Beidler Elementary School
  - 3151 W. Walnut St., Chicago, IL 60612

- **Wednesday, May 25**  5pm-7pm
  - Newton Bateman Elementary School
  - 4220 N. Richmond St., Chicago, IL 60618

- **Thursday, July 7**  10am-12pm
  - Chicago Cultural Center, Millennium Park Room
  - 78 E. Washington St., Chicago, IL 60602

- **Thursday, September 8**  5pm-7pm
  - Gwendolyn Brooks College Prep High School
  - 250 E. 111th St., Chicago, IL 60628

For arts partners who wish to work with schools on a Creative Schools Fund grant, an information session will be held on:

- **Wednesday, June 29**  12pm-2pm
  - Chicago Cultural Center, Millennium Park Room
  - 78 E. Washington St., Chicago, IL 60602
Grants Overview

More than a Grant
Through the 2012 Chicago Cultural Plan, residents of Chicago called for a reinvigoration of arts education in Chicago Public Schools. The Creative Schools Fund is intended to help Chicago reach that goal by supporting schools and empowering teachers to bring the arts to all students.

The Fund is part of the greater Creative Schools Initiative, an ambitious effort to build and sustain arts education across the District by weaving the arts into the fabric of schools. The Initiative created a role for an Arts Liaison in every school and enabled ongoing data collection and sharing to help schools continually plan for increased arts access. The Fund is an incentive for schools to make core investments in art teachers and programs.

The Fund is unique and strategic.
It is currently the only funding effort in Chicago that grants directly to schools for programs designed by teachers, with the sole purpose of bringing more arts to more Chicago Public Schools students.

The Fund is aligned with the Creative Schools Certification, one of the most complete arts education data collection efforts in the nation. The Certification helps individual schools engage in and plan for the arts and track progress over time. This data helps the Fund prioritize schools with the greatest need and greatest opportunity to reach more students.

Goals
As one part of the Creative Schools Initiative, the Fund serves as both an incentive and a resource. The goals of the Fund are to help:
• Increase the time and resources dedicated to the arts during the school day;
• Provide arts education to all students in every grade;
• Ensure every CPS student in every school has access to arts and cultural resources of Chicago; and
• Expand the number of art disciplines students are exposed to during their school years.
Grants Eligibility

Who Can Apply?
The Fund supports schools that have made initial and essential investments in the arts. To apply for a grant from the Creative Schools Fund, a school must have the following:

- A CPS Creative Schools Certification category of 1 through 4 for the 2015-16 school year
- A school-based Arts Liaison
- Schools applying for grants are expected to invest in arts instruction in the schools:
  - For schools with more than 350 students, a minimum of one full time certified or endorsed arts instructor
  - For schools with less than 350 students, a minimum of a part-time certified or endorsed arts instructor
- Schools applying for grants are expected to adhere to CPS policies related to working with partner organizations, including the presence of a certified instructor in the classroom.

What is not supported by the Fund?
- Projects that replace arts instruction provided by a classroom teacher or arts specialist
- Out-of-school time student programs
- CPS teacher salaries

Review Process

Arts and education experts will review applications and make recommendations to the Creative Schools Fund Board. Staff members from schools and partner organizations applying for support cannot review applications.

The review committee will strive to award grants:
- to the strongest applicants that meet the criteria for the Arts Advance Program.
- equitably to schools across CPS networks, Creative Schools Certification categories, and types of schools (elementary, middle, and high schools; neighborhood, contract, charter, etc.).
- to support arts education across artistic disciplines.
Overview

The Arts Advance program is the cornerstone of the Creative Schools Fund. It supports CPS schools with a Creative Schools Certification category of Strong, Developing or Emerging (2-4). These schools can apply for grants to work with arts and cultural partners to supplement arts instruction provided by CPS teachers during the school day.

The partnership should:

1. expand arts learning opportunities for students and/or address needs identified through the Creative Schools Certification, and
2. allow teachers to tap into Chicago’s deep cultural reserves for the benefit of students.

In addition to arts programming, the grant can support teacher planning time, field trips and in-school performances.

Grants are up to $10,000. No less than 60% of grant dollars may be used to support in-school-time arts programming. Up to 20% of the grant can support planning time and professional development, and up to 10% of the grant can support field trips or materials related to the instruction.

Through the Arts Advance Program, the Creative Schools Fund makes every effort to:

- Award grants to applicants with a strong plan to fill an arts education gap in their school, and that address one or more of the goals of the CPS Arts Education Plan.
- Distribute Arts Advance grants evenly across CPS Networks and consistently across the Creative Schools Certification categories of Strong, Developing and Emerging.

Review Process

Arts and education experts will review applications and make recommendations to the Creative Schools Fund Board. Staff members from schools and partner organizations applying for support cannot review applications.

Selection Criteria

- Teacher-designed and -driven proposal
- Thoughtful analysis of arts education need
- Effective plan to address the arts education need
- Effective and creative use of arts partner organization
- High level of collaboration between school and partner
- Strong school-based arts leadership
- Effective plan for assessing learning in the arts
- All arts partners must have current profiles on www.artlookPartners.com at the time of submission.
Creative Schools

This program will make $15,000 one-time awards to support CPS schools with a Creative Schools Certification category of Excelling (1). This Award is meant to shine a spotlight on schools that are exemplars of sustained, high quality arts education for all their students.

Schools that receive the Creative Schools Award may apply grant dollars to any arts-related need in the school.*

Selection Criteria

- Comprehensive and cohesive strategy for arts education in the school
- Leadership that prioritizes the arts
- Access for all students
- Strategic community partnerships
- A model for schools across the district
- A plan to invest grant dollars in a way that contributes to sustainable access to arts education in your school.

*With the exception of projects that replace arts instruction provided by classroom teachers or arts specialists, fund out-of-school time programs, or fund CPS instructor salaries.

Ingenuity made Creative Schools Awards to 18 schools in 2015-16.

*Submitted applications and letters of support may be used for Ingenuity publications.
Need help with choosing a partnership? Follow our **Arts Partnership Process**

### 1. BEFORE YOU MEET

#### ARTS PARTNER

- **Tools to Leverage:**
  - artlook™ Schools
  - Summit Data
- **Consider:**
  - What is our mission?
  - What are our strengths and expertise?
  - What is our story? What kind of educational programs do we offer?
  - Reflect on a few of your most successful partnerships.

#### SCHOOL

- **Tools to Leverage:**
  - artlook™ Partners
  - Creative Schools Certification
- **Consider:**
  - Does our school have an arts instructor?
  - What is the culture and climate at our school?
  - What is our school’s Creative Schools Certification? Where is our school strong?
  - What age or grade level are we hoping to bring arts programming to?
  - What are students’ previous arts experiences? What do they think about arts?

### 2. ARE WE A MATCH?

#### Alignment of Pedagogy:

- What types of programs can we offer? What is our capacity?
- What conditions are we looking for in a school?
- What are the school’s learning priorities?
- Can this partnership support the school? If so, how?

#### Alignment of Logistics:

- What spaces are available?
- What resources can we leverage?
- What is our availability to do the work?
- What is our timeline?

**Ask:**

- Are we a good fit?
- Does a partnership make sense?

**Find a different school whose needs are better aligned to your strengths**

### 3. WORK IT OUT

- **What program would you offer to match this school’s needs?**
- **Who will be involved from the school and from your organization?**
- **How will you know you are successful?**
- **What is the timeline?**

### 4. MAKE IT HAPPEN!

What needs to happen to nurture the partnership and see the project through to completion?
Information/Questions?
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