

Creative Schools Fund 2021-22 Application

RESIDENCIES and STUDENT LEARNING EXPERIENCES (RSLE) Grant Application

*indicates question is required

CONTACT INFORMATION

CPS School ID# (searchable list, by school name):*

Confirm Full School Name (i.e. not shortened version, or nickname):*

Principal First Name:*

Principal Last Name:*

Principal Email:*

Arts Liaison First Name:*

Arts Liaison Last Name:*

Arts Liaison Title (Art Teacher, Assistant Principal, Classroom Teacher, etc.):*

Arts Liaison Email:*

Arts Liaison Phone Number:*

Leading School Staff Member for Grant Implementation, if different:

Leading Staff Member Email:

Leading Staff Member Phone Number:

School Clerk Name:

School Clerk Email:

Are you working with more than one arts organization?*

Yes

No

(if yes, multiple options to offer the below information)

Arts Organization Name*: (dropdown menu)

Please search for and select the name of your selected arts partner. If not listed, please select "Other" at the end of the drop-down and write in the name.

Arts Organization Lead Contact Name:*

Arts Organization Lead Contact Title:*

Arts Organization Lead Contact Email:*

Arts Organization Lead Contact Phone:*

Arts Organization Vendor Number*: (numerical response only)

Arts Organization Tier Status:

Are there other people involved in the program who should receive grant-related notifications?*

Yes

- No

(if yes)...

Please include additional contact(s) name(s), title(s), and email(s) below.

Name:

Title:

Email

Name:

Title:

Email

Name:

Title:

Email

ELIGIBILITY CONFIRMATION

Please confirm that the person filling out this grant application is the Principal-nominated Arts Liaison for this school.*

- Yes
- No

Have you completed the 2020-21 Creative Schools Survey?*

- Yes
- No

Schools that demonstrate inclusion of the arts in the Governance structures in their school will be given priority. Please indicate if your school has (select all that apply)

- An arts-focused strategy on their Continuous Improvement Work Plan (CIWP)
- An arts educator on your Instructional Leadership Team
- An arts educator on your next CIWP writing team

If you selected an option above, then please describe how your school includes the arts in CIWP and/or Instructional Leadership strategies and teams: (100 word limit)

GRANT OVERVIEW

Please provide a summary of the grant program or project you are proposing for the Creative Schools Fund. (500 word limit)*

What positive arts changes will occur in the school as the result of this grant? (350 word limit)*

ROLES AND RESPONSIBILITIES

What role will the teachers in your school play in grant implementation?* (100 word limit)

What role will the Arts Liaison play in grant implementation, if different?* (100 word limit)

What role will the arts organization/ Teaching Artist play in grant implementation?* (100 word limit)*

Please describe the involvement the school Principal, Vice Principal, or other administration members have played in developing and/or supporting this grant.* (100 word limit)

RESIDENCIES AND STUDENT LEARNING (RSLE) GRANT GOAL(S)

Which of the following RSLE goals will be addressed by this grant? Select one:*

- Fill Gaps in Instruction: add programming that brings a new discipline or new depth of discipline to arts education in the school
- Build Community through the Arts: connect, celebrate, and unite school communities
- Deepen Arts Quality: build the quality of artistic practice among teachers and/or students
- Advance Justice through the Arts: student driven projects using arts as a medium for anti-racism and racial justice goals

How will the program fulfill the goal(s) you have selected?* (250 word limit)

RSLE PARTNERSHIP OVERVIEW

What led you to choose your partner(s) for this project?* (150 word limit)

Please describe the collaboration that has already taken place as you and your partner designed and planned for this program* (150 word limit):

RSLE STUDENTS OVERVIEW

Please describe the students that will participate in this grant program (consider, for example: student learning style, participation of English Language Learners, student demographics, neighborhood and/or family cultural/ethnic/linguistic context). (150 word limit)*

How will student voices be incorporated into the planning and/or implementation of this project? (150 word limit)*

What is the hope for student learning and/or growth over the course of the program?*(150 word limit)

RSLE PROGRAM PLAN

Please select all of the artistic disciplines represented in this grant proposal*:

- Theatre
- Music
- Dance
- Literary Arts
- Visual Arts
- Media Arts

If you selected more than one discipline above, does the program focus on any one discipline more than others (select one)?

- Theatre
- Music
- Dance
- Literary Arts
- Visual Arts
- Media Arts
- No - all disciplines have equal focus

What grade bands will participate in this program? Please choose all that apply.* (LIST PREK-12)

How many total students will participate in this program (numerical response only)?*

How many weeks will students participate in programming (numerical response only)?*

What date is the program anticipated to begin? (date selection only)*

What date is the program anticipated to conclude? (date selection only)*

What activities will students experience during each week of grant implementation (please describe planned activities for each week)?* (200 word limit)

Please confirm that student programming will take place during the school day, and not through out of school time activities:* (yes/no, comment)

RETURNING GRANTEES

Did you receive a Creative Schools Fund grant to support a partnership last year? (y/n)
(if no - move to budget)
(if yes)...

For this grant application, will you work with the same partner as last year's grant? (y/n)

(if no - move to budget)
(if yes)...

Which of the following statements describes your partnership (check all that apply)?

1. We will work with the same group of students as last year, and will target arts progression and/or growth for these students, building from last year's program
2. We will not be working with the same students as last year, but have engaged in intentional program design to fill a gap in arts instruction through addition of a discipline new to the school, or deepening of an existing discipline
3. We will not be working with the same students as last year, but our program design has been informed by teacher feedback, student engagement and feedback, and/or experiences from last year's grant
4. As part of our program, we engage in a community of practice between Teaching Artist(s) and the teachers in the school, reflecting on teaching approaches, student engagement, and/or integration of what has been learned into the ongoing teaching practice in the school

Please provide more detail regarding the statement(s) you have selected.*(100 word limit)

BUDGET

For this Winter Application Period, grants will support activities taking place in spring 2022 as well as during the 2023 school year. The following questions ask schools to report on their spending plans. Budgets are separated by semester and budget lines are separated into four categories:

- Arts Partner Services: these are services provided by the arts partner including student instruction ('arts programming') and teacher Professional Learning ('consulting support').
- Teacher Planning: this is the time required of teachers *outside of school hours* through non-instructional extended day pay. Usually this involves program planning and reflection/ collaboration with the arts partner.
- Program Supplies: these are the materials and supplies required for program implementation, if any.
- Field trips and experiential arts learning: these are experiences and events that will enhance and/or supplement students' learning.

At least 70% of the total program budget must be spent on Arts Partner Services. Up to 30% of the total program budget may be spent on Teacher Planning and/or Program Supplies. The total budget cannot exceed \$10,000.

When will your school implement programming? Select all that apply:

- Spring semester of 2022 (January - June)
- Fall semester of 2022 (September - December)
- Spring semester of 2023 (January - June)

(based on above answer, the following fields will populate:

Spring 2022 budget lines

- Spring 2022 Arts Partner Services: In-school-time arts programming provided by an arts partner
- Spring 2022 Arts Partner Services: Consulting support for professional development; curriculum development; and/or arts integration
- Spring 2022 Teacher Planning: Teacher non-instructional extended day pay at \$44.69 per hour, including 1.45% added on for benefits
- Spring 2022 Field trips and experiential arts learning
- Spring 2022 Program Supplies: Materials and supplies for arts learning (e.g., art supplies, costumes)
- Spring 2022 Program Supplies: Supplies to support culminating school performances, exhibitions, and events
- Spring 2022 Program Supplies: Hardware and equipment valued at \$500 or more each (e.g., laptops, iPads, 3D printers)

Fall 2022 budget lines

- Fall 2022 Arts Partner Services: In-school-time arts programming provided by an arts partner
- Fall 2022 Arts Partner Services: Consulting support for professional development; curriculum development; and/or arts integration
- Fall 2022 Teacher Planning: Teacher non-instructional extended day pay at \$44.69 per hour, including 1.45% added on for benefits
- Fall 2022 Field trips and experiential arts learning
- Fall 2022 Program Supplies: Materials and supplies for arts learning (e.g., art supplies, costumes)
- Fall 2022 Program Supplies: Supplies to support culminating school performances, exhibitions, and events
- Fall 2022 Program Supplies: Hardware and equipment valued at \$500 or more each (e.g., laptops, iPads, 3D printers)

Spring 2023 budget lines

- Spring 2023 Arts Partner Services: In-school-time arts programming provided by an arts partner
- Spring 2023 Arts Partner Services: Consulting support for professional development; curriculum development; and/or arts integration
- Spring 2023 Teacher Planning: Teacher non-instructional extended day pay at \$44.69 per hour, including 1.45% added on for benefits
- Spring 2023 Field trips and experiential arts learning
- Spring 2023 Program Supplies: Materials and supplies for arts learning (e.g., art supplies, costumes)
- Spring 2023 Program Supplies: Supplies to support culminating school performances, exhibitions, and events
- Spring 2023 Program Supplies: Hardware and equipment valued at \$500 or more each (e.g., laptops, iPads, 3D printers)

Arts Partner Services

Please fill out the table below to indicate spending on services provided by the arts partner(s):

| Budget Category (drop down) | What is the vendor number for the arts partner whose Purchase Order will reflect this line item? | \$ amount for this budget item | Please provide a narrative description for this budget item, including how it will support grant implementation |
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Drop Down Categories:

- In-school-time arts programming provided by an arts partner
- Consulting support for professional development, curriculum development, and/or arts integration

Teacher Planning

Please fill out the table below to indicate spending on teacher planning and reflection time outside of the school day:

| Budget Category (pre-populated) | \$ amount for this budget item | Please provide a narrative description for this budget item, including how it will support grant implementation |
|--|--------------------------------|---|
| Teacher non-instructional extended day pay at \$44.69 per hour., including 1.45% added on for benefits | | |

Field trips and experiential arts learning

Please fill out the table below to indicate spending on field trips and experiential learning:

| Budget Category (pre-populated) | \$ amount for this budget item | Please provide a narrative description for this budget item, including how it will support grant implementation |
|--|--------------------------------|---|
| Field trips and experiential arts learning | | |

Regarding the approval of field trips, we will follow local health protocols. In the case that your program is unable to fulfill a field trip, what is your contingency plan? (150 words)*

Program Supplies

Please fill out the table below to indicate spending on materials and supplies:

| Budget Category (drop down) | Supply Vendor/ # | \$ amount for this budget item | Please provide a narrative description for this budget item, including how it will support grant implementation |
|-----------------------------|------------------|--------------------------------|---|
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Drop Down Budget Categories:

- Materials and supplies for arts learning (e.g., art supplies, costumes)
- Supplies to support culminating school performances, exhibitions, and events
- Hardware and equipment valued at \$500 or more each (e.g., laptops, iPads, 3D printers)

If you plan for a partner to purchase any Program Supplies, please explain how these goods are proprietary to the arts partner and/or why these supplies cannot be purchased directly by the school (100 word limit):

SCHOOL ATTESTATION

Please attest that, should your school receive a grant, it will comply with the following (select all that apply):*

1. Repay any amount not used for the purposes of the grant;
2. Submit full and complete annual reports to the Creative Schools Fund on the manner in which the funds are spent and the progress made in accomplishing the purposes of the grant;
3. Not use any of the funds to influence legislation or the outcome of elections, to carry on voter registration drives, to make grants to individuals or other organizations or to undertake any nonexempt activity, when such use of the funds would be a taxable expenditure if made directly by the foundation.

PARTNER ATTESTATION

The following statements represent attestation from the school that it has verified the following statements with its arts partner. The arts organization proposed for this partnership (select all that apply):*

- Has reviewed artlook records to ensure up to date information on chicago.artlookmap.com
- Maintains an active CPS vendor number

- Has an up to date profile in the CPS iSupplier Portal, including a primary contact to respond to procurement requests
- Holds the appropriate Tier status for proposed activities if they will be conducted remotely (typically Tier 1)
- Agrees not to begin any billable activities until an open Purchase Order is in place
- Confirms they will comply with other relevant district policies for vendors
- Verifies that staff members/Teaching Artists who will be assigned to the school have completed the appropriate background checks
- Agrees to work with the school and CPS central office to remain within overall vendor spending limits across all school partners (\$25K) unless an agreement authorizes a higher spending threshold through an existing CPS contract