



Adirondack Quad-County Region Statewide Community Re-grants (SCR)
Program for Clinton, Essex, Franklin, and Hamilton Counties

2025 Application Guidelines

Overview

Funded by the New York State Council on the Arts (NYSCA), the Statewide Community Re-grants (SCR) Program supports projects proposed by arts and other organizations, artist collectives, and individual artists. The Adirondack Lakes Center for the Arts (ALCA) is the SCR site for the Adirondack (ADK) Quad-County region of Clinton, Essex, Franklin, and Hamilton counties and the Haudenosaunee tribal community of Akwesasne in the Saint Regis Mohawk Territory that occupies the U.S.-Canadian border northeast of Malone, NY (Franklin County). For the 2025 cycle:

- Applicants can request a minimum of \$1,000 to a maximum of \$5,000 for one, two, or three projects in various combinations of the **Arts Education (AE)**, **Community Arts (CA)**, and **Individual Artist (IA)** categories.
- Approved IA applications, except in rare cases, will be awarded a standard commission of \$3,000; thus, applicants in this category proposing one or two additional projects in Arts Ed and/or Community Arts are limited to requesting no more than an additional \$2,000.
- The amount of the total budget for these projects can vary as long as the budget is more than the SCR funding amount requested, as a minimum of 10% of the total revenues must be derived from other sources besides the SCR award in the AE and CA categories. No budget is needed in IA applications.
- To be considered, all applicants must meet the eligibility criteria and submit a completed application online via the platform *Submittable*. Organizational representatives, artists, project managers, and/or grant writers who did not apply for a 2021 Decentralization (DEC) Grant or 2022, 2023, or 2024 SCR funding must attend either a grant-application seminar or participate in an individual consultation with ALCA’s SCR coordinator. For those who did apply during one or more of those cycles, participation in a seminar or consultation is optional.

Categories

All genres of the arts are supported by SCR funding, including—but not limited to—dance, film, folk arts, literary arts, music, theater, video, visual arts, and interdisciplinary/multidisciplinary arts; in such forms as exhibits, festivals, performances, readings, screenings, and workshops—live, virtual, hybrid, and/or via multimedia. In terms of categories, they are:

On the cover: The “**Welcoming and Belonging**” mural, which features 32 panels designed by local artists, was unveiled June 30th, 2024 at ArtRise in Saranac Lake, on the Franklin County side of the village. As coordinated by local artist and teacher **Britt Sternberg**, the mural had been in the works since the fall of 2023 with support from a 2023 SCR Community Arts award to the Saranac Lake-based **Adirondack North Country Association (ANCA)**, which served as the project’s fiscal sponsor. The photo is by artist **Kathy “Kass” Ford**, who painted one of the center panels, “Celebrate people & words together—community,” representing the Adirondack Center for Writing (ACW). Kathy exhibits her paintings at the Adirondack Artists Guild Gallery in Saranac Lake. You can see some of her recent works on Instagram: @artistKass22.

• **Community Arts:** These grants support arts and cultural projects to community-based organizations, arts groups, and individual artists whose projects enhance the life and culture of the communities where the applicants live and operate. In some cases, the grants fund CA projects that directly involve community members. Projects can be single events or part of a series. Eligible projects must be community-based and open to the general public.

• **Arts Education:** These grants fund projects in two subcategories—**In-School** programs for pre-K-to-grade-12 students in public schools and **After-School/Community-Based Learning Center (CBLC)** programs in, respectively, public schools and publicly accessible places such as libraries, arts centers, and town halls for closed groups of youth and/or adult learners once advance registration ends. The grants serve to bring teaching artists into the classroom or other dedicated-learning environments. Focusing on the exploration of art and the artistic process with an emphasis placed on the depth and quality of the creative process, projects must provide:

- The teaching of a skill involving one or more art forms during a minimum of three sequentially based learning sessions;
- In-depth, age- and skills-appropriate learning opportunities;
- Hands-on, participatory creation that may culminate in a public presentation; and
- Stated learning goals, methodologies, and outcomes and a means for evaluation.

The applicant of record must be one or more individual teaching artists, an artist collective, or a New York State-based nonprofit, governmental/quasi-governmental, or tribal organization. Public schools are ineligible to apply directly. Artists or collectives from outside the county in which the project is taking place can apply via a fiscal sponsor from within the county, which then becomes the “applicant of record” and must meet the same eligibility requirements as a direct applicant and provide the same required documentation.

• **Individual Artist:** These grants essentially commission individual professional artists to create new work in a community setting. Representing a “live and work” investment in local artists, they entail:

- **Community Engagement.** Projects in this category must engage a segment of the community through a public program such as an exhibit or performance open to the public. Projects may also involve community members in the development and creative process of the artist’s project—in the form of, for example, feedback, response, interaction, and/or social practice by or with community participants. Specific examples include interviews with a segment of the community, creation of parallel work by a community group, or stories and anecdotes collected from a community group that relate to the concept or content of the project.
- **Funding.** These grants are \$3,000 per commission. No project budget nor matching funds are required, nor is a fiscal sponsor or community-based partner: artists apply directly. Because all applicants are limited to a maximum \$5,000 in SCR funding requests, artists can apply for only one IA grant, while also submitting one or two applications in Arts Ed and/or Community Arts for up to a total of \$2,000 beyond their IA request.

Eligibility Criteria and Requirements

The following criteria must be met regardless of category—with any exceptions noted below:

- The legal address of the organizational or individual applicant of record must be within Clinton, Essex, Franklin, or Hamilton County, and the funded project must take place within the same county as the applicant’s legal address.

- An applicant organization must be a governmental or quasi-governmental entity, a tribal organization, or a nonprofit incorporated, or registered to do business, in New York State. The address on the documentation provided must be in the county where the project is taking place.

Any one of the first four following documents serves as proof of nonprofit status and must be submitted as part of the grant application. The fifth document listed pertains to governmental/quasi-governmental entities and is required to be submitted as part of those entities’ applications:

1. A letter of determination from the U.S. Internal Revenue Service (IRS) indicating tax-exempt status under section 501(c)(3) of the tax code; *OR*
 2. Documentation of being chartered by the NYS Board of Regents under Section 216 of the NYS Education Law; *OR*
 3. Documentation of incorporation under Section 402 of the NYS Not-for-Profit Corporation Law; *OR*
 4. A current filing receipt from the NYS Bureau of Charities in the Office of the Attorney General; *OR* for governmental/quasi-governmental entities
 5. Official authorization as an arm of county or local government—i.e., a formal letter on official stationery signed by the appropriate county, city, town, or village executive.
- Applicant organizations must have an active board of directors/trustees and up-to-date bylaws.
 - In the Community Arts category, organizations, collectives, or individual artists who do not meet these requirements can apply for SCR funds through a fiscal sponsor or community-based partner (e.g., a public library). The entity serving as the fiscal sponsor becomes the “applicant organization” and must meet the same eligibility requirements listed in this section for a direct nonprofit-organization applicant and provide the same required documents.
 - An individual artist or group of artists who apply, including those who use a fiscal sponsor, must each be 18 years of age at the time of application and may not be enrolled in a full-time degree program.
 - In no way may applicant organizations discriminate on the basis of race, color, national origin, religious belief, gender, gender identity, sexual orientation, or disability.*
 - Previous grantees must have submitted all required final reports from all previous cycles.
 - Projects must start and be completed during the funding cycle—January 1-December 31, 2025, with the possibility of an extension up to six months at the discretion of the SCR coordinator.
 - Pre-K-to-grade-12 Arts Ed projects must take place during the school day and in partnership with a public school and one or more certified arts teachers, with inter-curricular collaboration encouraged but not required.

*People with disabilities have the right to participate in the programs that SCR funding supports. All services and facilities of organizations that receive NYSCA funding should be run in a way that best suits individuals’ needs. These grantees are required to demonstrate that they will comply with the ***Rehabilitation Act of 1973*** (Section 504) and the ***Americans with Disabilities Act of 1990*** in making its projects accessible to individuals with disabilities.

Write to the National Endowment for the Arts (NEA) to request its publication “The Arts and 504” and its companion piece, “Program Evaluation Workbook,” at: 1100 Pennsylvania Ave., N.W., Washington, DC 20506. Or contact the NEA’s Office for Access Ability at 202-682-5532, 202-682-5613 (fax), and 202-682-5496 (TTY). You can also find ADA information and help at: <http://www.usdoj.gov/crt/ada/adahom1.htm>

- Organizations and individuals who applied for direct-NYSCA funding for fiscal year 2025, whether their application was approved or not, or who are receiving direct-NYSCA funding in 2025—e.g., via a multiyear grant—cannot apply for any SCR funding for the 2025 grant cycle.

Additional Arts Ed Requirements: In-School Projects

- Private and parochial schools are ineligible for such partnership.
- School partners involved in any arts-education projects currently receiving direct-NYSCA funding are not eligible for an SCR Arts Education regrant.
- Arts Education regrant funds must not replace, or appear to replace, the school’s regular curriculum and/or the role of certified arts teachers.
- The application must include a letter of commitment from the partnering school to the arts organization or artist(s). The letter must outline the school’s support of the project (e.g., cash, in-kind donations) and anticipated roles and responsibilities for each partner involved. The letter should be on the school’s letterhead and signed by the principal.

Additional Arts Ed Requirements: After-School/Community-Based Projects

- Projects are provided to a closed group of learners, not open to the general public—i.e., once registration closes or the first session begins. These groups may be composed of a particular age group (e.g., youth or adult learners of specified age ranges) or of participants of all ages.
- The application must include a letter of commitment from the partnering public school/ community organization to the arts organization or artist(s). The letter must outline the school’s/organization’s support of the project and anticipated roles/responsibilities for each partner. The letter should be on school/organization letterhead and signed by its chief officer.

Additional Considerations for Arts Education Projects

- The SCR grant funds should be directed primarily toward artist fees but can include specified administrative support and the cost of materials.
- While eligible teaching artists can apply directly in either subcategory, for in-school programs all applicants must be working with an eligible partnering school.
- When teaching artists or arts organizations are working with a public school or at a CBLC that is not in their county of residence, they must apply via a fiscal sponsor based in the county where the project is to take place.

Additional Individual Artist Category Requirements

- Applicants in this category must be current New York State residents and a resident of the county where their proposed project will take place. Proof of residency is required.
- Such documents must contain the individual’s name and physical address, and documentation must be dated no more than two years prior to the SCR application. As proof of residency, any one of the following documents must be provided by applicants:
 - Telephone or another utility bill
 - Credit card or bank statement (first page only; Social Security number and financial information should be blacked out or blocked in some manner)
 - Current lease or mortgage agreement listing the artist’s name and NYS address
 - NYS driver’s license or valid ID card
 - Voter registration card
- Artists must be 18 years of age at application time. Student projects are not eligible for funding.

- Because IA requests in 2023-24 exceeded the category’s cap (25% of the total SCR monies available), to enable as many artists as possible to benefit from these grants, artists who received IA funding in 2023 and 2024 must sit out the 2025 cycle—for at least the first application round. Depending on the quantity and quality of initial IA applications received, it’s possible such past grantees will be invited to apply in a later round. There is no restriction on these grantees applying initially for 2025 Arts Ed and/or Community Arts funding.

Ineligible Applicants

The following entities and individuals are not eligible to apply for SCR funding:

- New York State agencies and departments, including SUNY schools
- Public universities/colleges; public, private, or parochial secondary and elementary schools
- Staff or board members of an SCR site
- Entities or individuals applying to fund student projects
- Individuals or unincorporated organizations applying in the Community Arts category without an eligible fiscal sponsor or community-partner organization
- A group that is formed/incorporated as a business corporation or limited liability company or partnership (LLC, LLP) in New York State or in another state and registered to do business in New York State
- Non-incorporated chapters of organizations whose “parent” is incorporated outside of the SCR site’s service area
- Past SCR grantees who have failed to submit final reports

Use of Direct-NYSCA Applicants or Grantees

- An SCR applicant may hire or book a direct-NYSCA applicant or grantee (as defined at the top of 5 above) for a service with a paid fee.
- Such a NYSCA applicant may offer its venue gratis to an SCR-funded project. The SCR grantee may pay for any direct costs related to use of the venue (e.g., custodial); however:
 - The NYSCA applicant/grantee must not profit or benefit from the SCR program (e.g., ticket sales, donations).
 - The program must not be advertised as part of the NYSCA applicant/grantee’s season or programming but may be included on the organization’s website and in its marketing as an “SCR-supported project.”
 - The NYSCA applicant/grantee may handle box office or ticketing for the SCR grantee but may not profit from doing so.

Eligible Projects and Allowable Expenses

Statewide Community Re-grants can fund the following types of projects or expenses:

- Activities/projects of eligible organizations and individuals—in-person and virtual, live and recorded
- Artist fees—the number-one item SCR funds can be spent on
- Marketing and publicity costs
- Specified administrative (e.g., planning/preparation) expenses directly related to the project
- Supplies and materials needed to execute the proposed project; individual items may not exceed \$1,000—e.g., art supplies, sheet music, hardware, memory cards, and other consumable equipment

- Equipment, software, subscriptions, and training needed to execute the proposed project; individual items may not exceed \$1,000—e.g., cameras, lighting equipment, subscriptions associated with virtual programming, and training to utilize these tools

Ineligible Projects and Non-Allowable Expenses

Statewide Community Re-grants cannot fund the following types of projects or expenses:

- Requests greater than an applicant’s project expenses minus non-SCR project income
- Start-up or seed funding for the establishment of a new organization
- General operating expenses
- In the Community Arts category, programs that are not open to the general public such as those that take place at camps, clubs, or college associations
- Events that take place in private homes
- Operating expenses of privately owned facilities (e.g., homes and studios)
- Acquisition of works of art
- Contingency funds
- The purchase of permanent equipment that exceeds \$1,000 or capital improvements
- Creation of textbooks or classroom material
- Lobbying expenses
- Re-grants by applicants to fund other activities
- Cash prizes, juried shows, fellowships, educational scholarships or other awards to students
- Fees paid to children
- Non-arts-related items or activity, including:
 - Food and drink in general and any expenses incurred for receptions, galas, benefits, or fundraising events in particular
 - “Party-type” entertainment such as balloons, clowns, magicians, and/or “sip and paint”
 - Projects that are recreational, therapeutic, rehabilitative, or religious in nature

Project Budget

Applications for SCR funding of Arts Education and Community Arts projects must be accompanied by a budget showing anticipated income and expenses and the amount of the grant request. The budget provides crucial information on how the applicant proposes to spend the regrant funds, which is central to the decision-making of the peer-review panel. No budget is required for Individual Artist applications.

- Project budgets must indicate the source(s) of matching funds—i.e., revenue(s) in addition to the SCR grant—that amount to a minimum of 10% of the total budget. For example, for projects with a total budget of \$5,000, the budget form must include the source(s) for a minimum of \$500 in matching funds and the SCR request amount can be as much as \$4,500.
- For Arts Education (but not Community Arts) applications, project costs to be covered by the matching funds may be met through planned in-kind contributions, cash income, or a combination of both as demonstrated in the project budget. Project budgets for both categories should include costs for appropriate project evaluation and documentation.
- Applicants need to contact the SCR coordinator for a blank copy of the Excel budget form that is required to be used in applications—ideally, before they participate in a required or, for those

who have applied in the past several years beginning with the 2021 DEC Grant cycle, optional “How-to-Apply” seminar or individual consultation with ALCA’s grant coordinator.

Use of Fiscal Sponsors

Individual artists or artist collectives or other non-SCR-eligible organizations proposing a Community Arts project must apply through a fiscal sponsor or, under certain circumstances, with a community partner. The entity serving as the fiscal sponsor becomes the direct applicant and must meet the same requirements as standard direct applicants. *Please note:*

- The fiscal sponsor must be based in the county in which the proposed project is to take place; however, the sponsored applicant is not required to reside in that county.
- Fiscally sponsored requests are exempt from a direct-applicant’s three-project, \$5,000-request limit. A direct-SCR applicant can also serve as a fiscal sponsor and for more than one applicant since the sponsored requests do not count toward the two-project or \$5,000-request limit. The sponsored applicant is limited to three projects in various combinations of categories totaling no more than \$5,000 in SCR funding requests.
- Organizations that applied for direct-NYSCA funding for fiscal year 2025 or are receiving such funding in 2025 cannot serve as an SCR fiscal sponsor for the 2025 grant cycle.

Responsibilities of Fiscal Sponsors

- Knowledge and understanding of SCR funding criteria and other relevant guideline material
- Ensuring that the project for which funding is sought will occur within the required contract period and service area
- Consulting with the sponsored applicant(s) regarding project eligibility and all relevant application information, including deadlines and online-access details
- Executing a letter of agreement with the sponsored applicant(s) that clearly outlines the administration of the grant award, if received, and defines mutual responsibilities
- Reviewing the application prior to submission to ensure that it is complete and as accurate as possible—especially because the required electronic signature must be from the fiscal sponsor
- Informing the sponsored applicant(s) of funding decisions in a timely manner—e.g., prior to the expiration of the appeals period
- Receiving and disbursing grant funds and ensuring that all required tax filings and reporting are made: with grants greater than \$600, fiscal sponsors must obtain signed W-9 forms from individual grantees prior to issuing the grant-award check and a 1099 tax form must be issued to grantees for their filing needs
- Ensuring that a final report on the expenditure of the grant funds is submitted in a timely manner once the project is completed

Responsibilities of Sponsored Applicants

- When choosing a fiscal sponsor, the artist(s)/group must understand and establish the role of the sponsoring organization, which must be fully described in the grant application.
- Sponsored applicants are expected to meet with the sponsoring organization prior to the preparation of the application and seek the organization’s help in complying with the SCR Program’s requirements and procedures. Sponsored applicants should consult with the SCR coordinator if they have questions about their relationship with their fiscal sponsor.

Community-Based Partnerships

As an alternative to applying through a fiscal sponsor, individual artists or artist collectives proposing one or more Community Arts projects may apply directly for SCR funds if working in partnership with a community-based organization that meets the criteria listed on pages 4-7 above. *Please note:*

- A letter of commitment from the partnering organization confirming the partnership with the direct applicant(s) is required. The letter must outline the partnering organization's support of the project (e.g., providing a venue, cash, in-kind donations) and anticipated roles and responsibilities for each partner involved. The letter should be on the partnering organization's letterhead and signed by its director.
- The applicant and the partnering organization or school must both be based in the county in which the proposed activity is taking place.
- Unlike with a fiscal sponsor, with a community partner the grant check is paid to the applicant.

The Application and Evaluation Process

Steps in this process may include—not necessarily in the following order—conceptualization of the project, applicant review of the present guidelines, required or optional attendance at an application seminar, gathering of documents and materials, drafting of the application itself, consultation with the SCR coordinator, any revisions, online submission, evaluation and scoring of applications by a peer-review panel based on criteria listed below, and final funding decisions.

“How-to-Apply” Seminars

- First-time applicants and returning applicants who did not apply either for 2021 DEC or 2022, 2023, or 2024 SCR funding are required to attend a grant-application seminar or confer individually with the grant coordinator. Such participation is optional for those who have applied the past four years; however, these returning applicants are required to check in with the grant coordinator prior to submitting their application in case there are any issues such as an overdue final report or problems with a previous application.
- In the seminars and consultations, which are free and open to the public, the grant coordinator will walk prospective applicants through the guidelines and application process, answer questions, and provide technical assistance. To participate in either format, advance registration is required by emailing the grant coordinator. *Please note:* If the application contact person, grant writer, and/or project manager are two or three different people, they must attend the same seminar or confer together with the SCR coordinator.

Online Submissions

- All applications must be submitted electronically through our online submission platform, *Submittable*. If applicants do not already have an account, they need to create one, which is free. The application can be accessed through ALCA's website, adirondackarts.org (on the second page of the “Grants” section, under “How to Apply”), or by using the following link:

adirondacklakescenterforthearts.submittable.com/submit

- The application must be completed in its entirety, including all required attachments, in order to submit the application. Required fields are indicated with a red asterisk.
- In terms of putting together the various components of an SCR application, we recommend reviewing the application form in advance of starting the application. Templates of the 2025 application forms will be available (as PDFs) on the second page of the ALCA website “Grants” section, and Word versions can be obtained by emailing the grant coordinator.
- In an effort to streamline the process and make it as applicant-friendly and inviting as possible, 2025 SCR organizational applicants are asked to make a one-time “Intent-to-Apply” submission in addition to any 2025 project applications. Organizations applying in 2026 and beyond will be given the opportunity to provide any needed updates to their Intent-to-Apply submission.

Application Deadlines

- The application window for Community Arts applications and, for organizational applicants (including fiscal sponsors), the Intent-to-Apply form will open first, with an initial deadline of Friday, January 31, 2025, at 5 pm, followed by staggered openings for Arts Ed and Individual Artist applications—the initial deadlines for which will be approximately one month from the date each window opens.
- Applications will then be accepted on a rolling basis, with the first batch of submitted applications being assigned sooner to a review panel than subsequent batches of submitted applications, which will be assigned to one or more review panels later in the process.
- The deadlines for each category will then be extended on a monthly basis—depending on the quantity and quality of applications received—until it looks like there are enough requests to regrant all of the available SCR funding.
- It is **HIGHLY** recommended that applicants submitting their application close to a deadline do so a day or more before the deadline day to avoid any technical glitches.

Please note: Once an application has been submitted successfully, the person submitting it should receive a confirmation email generated by Submittable to the email address associated with the applicant’s Submittable account. If one does not receive such confirmation, one should assume the application was not properly submitted and contact Submittable technical support and/or the grant coordinator.

Review and Evaluation of Applications

- Time permitting, once a deadline passes, submitted applications may be reviewed only for eligibility, completeness, and/or accuracy by the grant coordinator, who may contact applicants by email/phone to clarify and review information once they have submitted their application.
- All eligible applications are evaluated and scored by a peer-review panel comprised of area residents knowledgeable about the arts. The panel’s recommendations are submitted to and reviewed by the ALCA Board of Trustees for final approval.

Evaluation criteria. Due to the competitive nature of the process and limited funds, it’s likely that not every project application will receive funding. Each project is evaluated and scored (up to 20 points) on the basis of its own merits and in relation to others proposed. The review panel will base its recommendations on the following criteria as they relate to the three categories:

1. Artistic merit: AE & CA, 1 to 5 points; IA, 1 to 10 points

- Artistic quality of the proposed project in and of itself (e.g., content, style, reach, etc.)
- Uniqueness and innovation of the project compared with other programs in the region
- Quality of how the project is to be presented to the public or, in AE, students and/or public
- Quality of the work of the artists involved as evidenced by their artistic samples
- Quality of the artists' experience and professionalism as evidenced by their resume/bio and, if included, letters of support

2a. Organizational competence: CA, 1 to 5 points

- Quality of the application itself, including a clearly articulated plan for executing the project
 - A clear, accurate, and balanced project budget with relevant budget notes
 - A clearly defined marketing strategy using a multimedia approach
 - Ability of applicants to meet grant requirements, including previous grantees' responsibility and cooperation regarding past grant requirements
 - Success of the applicant organization's history and degree of its stability, including financially
- OR*

2b. Managerial competence: AE, 1 to 5 points

- A clearly articulated plan for executing the project, including managing the partnership with the school personnel or those of the community-based learning center
- Clearly outlined lesson plans for each contact session with the core group of students and, for in-school projects, how the artist(s) and school teacher(s) will collaborate (AE)
- A clear, accurate, and balanced project budget with relevant budget notes
- Success of the teaching artist's history in demonstrating managerial competence
- Overall quality of the application itself (e.g., level of writing & accuracy, frequency of errors)

3a. Service to the community: CA, 1 to 5 points

- Quality of the applicant's involvement in and/or outreach and service to the community
- Projects that focus on building a sense of community through the arts
- Projects that serve year-round residents (especially youth, seniors, geographically remote) or occur outside of peak summer season—i.e., September to June
- Projects that reach and develop new and demographically diverse audiences
- Projects that serve relatively large numbers of community members or, regardless of size, involve community members directly in the presentation of the project

OR

3b. Service to the students and, where applicable, the community: AE, 1 to 5 points

- Quality of the teaching artists' involvement in and/or outreach and service to the community
- Diversity of curriculum and student body, including age range (especially within groups of youth and/or senior learners), race/ethnicity, socioeconomic status, and cultural background
- Inclusion of crossover curriculum and, if applicable, a culminating event
- Projects that focus on building a sense of community through the arts—in or outside of school
- Projects that serve year-round residents (especially youth, seniors, geographically remote) or occur outside of peak summer season—i.e., September to June

2c./3c. Managerial competence and service to the community: IA, 1 to 5 points

- A clearly articulated plan for executing the project—arts creation and the public presentation
- Demonstrated skill at managing and completing previous creative work (IA)
- Overall quality of the application itself (e.g., level of writing & accuracy, frequency of errors)
- Quality of the creative artist’s involvement in and/or outreach and service to the community
- Projects that reach and speak to new and demographically diverse audiences, build a sense of community, serve year-round residents, and/or occur outside of peak summer season—i.e., September to June

4. Local Priorities for SCR Funding: AE, CA & IA, 1 to 5 points

- Projects that cross real and/or perceived boundaries in the community
- Projects that address areas of distinct cultural deficiency—e.g., programs for underserved rural communities
- Highly creative, innovative, and/or avant-garde/experimental projects
- New projects from new or returning artist-, organizational, or partnering-school applicants
- All genres, including multidisciplinary and art forms that have not been applied for in the past or are not often presented in our region
- Applicants who hire artists, including additional ones—whether they are based inside the SCR region or outside of it—as a part of their project
- Projects/performances that are collaborative in nature
- Projects elaborating or representing regional history and/or diverse cultures and backgrounds
- Projects that address socioeconomic issues (e.g., income inequality, environmental degradation), especially directly affecting our ADK Quad-County region
- NEW SINCE 2023: Projects focusing on Native American and other indigenous people’s arts, culture, and/or history, especially the Akwesasne community of the St. Regis Mohawk Territory

The Post-Evaluation Process

Applicants will be notified of the review panel’s decisions as soon as possible once the ALCA board makes the final award decisions by messages via Submittable as well as emails.

Contracts and Payment Procedures

If applicants are awarded funding, they must first accept the “Terms and Conditions” of the grant award via Submittable. After applicants have accepted, contracts will be mailed to the applicant of record. Contracts must be signed and returned for signature by ALCA’s board president before checks can be distributed.

The Appeals Process

For ALL applications that are not approved for SCR funding, the following steps are set in place to ensure a fair appeals process for all who apply. Applicants should first consult with the grant coordinator to review the considerations that went into the panel’s decision and discuss whether any of the allowable grounds for an appeal have occurred. There are three grounds for appeal, and at least one of these must have occurred for an appeal to go forward:

1. Non-presentation of material information by staff or panelist
2. Misrepresentation of material information by staff or panelist
3. Improper procedure

Please note: An applicant's dissatisfaction with a denial of an award or with the amount of the grant awarded is not grounds for an appeal.

Following the consultation, if any of the grounds occurred and applicants wish to pursue an appeal, they must submit a formal request in writing within 10 calendar days of the date the denial notification is issued via Submittable or email. The applicant will receive a written response, and the appeal will be assigned to a different panel, which will meet to examine the grounds of the appeal. If the appeals panel finds that the appeal has merit on at least one of the stated grounds, they will provide a recommendation to a subcommittee of ALCA's Board of Trustees, which reevaluates the original request to determine whether the project deserves support and, if it does, the funding amount.

Grantee Responsibilities

Receiving an SCR award carries responsibilities for the grantee. All grant recipients must:

1. Notify the grant coordinator immediately if a project cannot take place or if any changes need to be made to the project;
2. Include the following required SCR/NYSCA/ALCA credit statement on ALL marketing and publicity materials ***EXACTLY as it appears here:***

This project is made possible with funds from the Statewide Community Re-grants Program, a regrant program of the New York State Council on the Arts with the support of the Office of the Governor and the New York State Legislature and administered by the Adirondack Lakes Center for the Arts.

Please note: NYSCA bars SCR grantees from using its logo on any marketing materials; however, SCR grantees do have the option of using “#NYSCA” on social media posts to promote their projects, and they are strongly encouraged to use, wherever feasible, the ALCA logo that can be obtained from the grant coordinator.

3. Copy the grant coordinator on all press releases, advertisements, flyers/posters, mailings, e-blasts, and other marketing/promotional pieces;
4. Notify the grant coordinator at least one month in advance of any public presentations of the SCR project and, if tickets are required, provide two complimentary tickets for an auditor;
5. Send a letter of thanks to at least one of the applicant's state/local elected officials (and, ideally, to the NYSCA staff) describing the funded project and acknowledging their support for the overall SCR program; and
6. File a final report for each project within 30 days of completion of the project or by whatever deadline is indicated by the grant coordinator.

For any questions or requests for additional information/materials regarding the ADK Quad-County Region SCR Program, please contact Grant Coordinator Fred Balzac at 518-588-7275 or fred@adirondackarts.org. **Thank you for your interest in applying!**

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