**NARRATIVE – 1. RELEVANCE**

Think about what your project aims to achieve and how it relates to your mission, record of work, audience, community, and/or constituency.

*When evaluating your project’s* ***relevance****, panelists assess how well the project aligns to your mission, record of work, audience, community, and/or constituency. (10 points possible)*

**QUESTIONS**

1. What do you want to do? (What is the proposed project/work?) (1000 characters maximum)

1. How is this project an opportunity for the public to engage with and/or access the arts?   
   (Include any planned outreach activities, except those directly related to K-12 education. We will ask you to include specific details/plans for K-12 education in a question to follow.) (2500 characters maximum)

1. What do you hope your audience will learn/take away from your project? (1000 characters maximum)

1. Is this project accessible for individuals with disabilities, including but not limited to individuals who are deaf, hard of hearing, deaf-blind, have difficulty speaking, have a physical disability, visual disability, developmental disability, learning disability, mental illness, or chronic illness?

Yes

No

If no, explain how you intend to improve access in the upcoming year. (1000 characters maximum)

1. When (anticipated dates) and where (locations) will the project take place? (250 characters maximum)
2. PROJECT SUMMARY: Distill your responses above down to one sentence. SDAC staff use your project summary for our annual list of grantees (posted online) and Annual Report to the Legislature. (250 characters maximum)

NARRATIVE – 2. IMPACT

Think about what will make this a successful project and how you plan to forecast, measure, and report your results.

Think about who your audience is and what you want them to take away from your project. How will they know about your project, and why will they want to be a part of it?

*When evaluating* ***impact****, panelists are looking for how you define and plan to measure the success of the project. Panelists assess your ability to forecast, measure, and report on expected and actual outcomes. (10 points possible)*

**QUESTIONS**

1. Explain the most important outcome or result you hope to achieve with your project. [We provide a common list of goals at the end of this document. It may be helpful to refer to this list and identify what resonates with you. What feels most important?] (1000 characters maximum)
2. How will you evaluate the project and measure success? (1000 characters maximum)
3. Who is the intended audience? Why do you plan to target this audience? Clarify any details that you could not address in the in the PROJECTED OUTCOMES (next section of the application). (1000 characters maximum) *NOTE: If you plan to serve a “general audience,” explain what that looks like for your community. Provide current demographics for your community so the reviewer will better understand your audience.*
4. Discuss your plans for promoting the project. How will your intended audience know about the project? ( 1000 characters maximum)

**NARRATIVE – 3. FEASIBILITY**

*When evaluating* ***feasibility****, panelists evaluate the applicant’s demonstrated ability to carry out the project based on the appropriateness of the budget, the resources involved, and the personnel. (10 points possible)*

**BUDGET EXPLANATION**

Have you planned your project budget and thought about how much you will need from SDAC?

**QUESTIONS**

1. How will you spend grant funding? Clarify any expense/income items that may raise questions in your budget sections. (1000 characters maximum)
2. Are you paying artists/partners fairly for work they do for you? Describe how artists will be supported through payment of fees, services, or other appropriate benefits. (1000 characters maximum)

**KEY PEOPLE**

Are you working with partners or other organizations to deliver your project? Working with other people or organizations can be an important part of managing your project. If you need to do this, have you thought about who they are and how they will be involved?

**QUESTIONS/STEPS**

1. Include details about any artists involved in the project. Who are your partners and how will they be involved? (1000 characters maximum)
2. Upload letters of support from key partners representing the community or audience you will serve.   
   (Upload a single document. 4 pages maximum.) (Requested, not required)
3. Upload résumé/biography for the people/artists involved in the project.   
   (Upload a single document. 2 pages maximum.)

**NARRATIVE – 4. ADVANCE (BONUS POINTS – 10 points possible)**

Panelists will award **BONUS POINTS** to applicants that demonstrate effort to actively engage with underserved populations such as those whose opportunities to experience the arts are limited by geography, ethnicity, economics, or disability.

Does this project improve access for and/or engage (through artistic representation, audience, or leadership) underserved populations? (If not, enter N/A for all fields.)

*Panelists assess the potential to* ***advance*** *the quality of life in in the community and the arts landscape of South Dakota.*

**QUESTIONS**

1. Explain how this project will engage underserved populations of people. Identify the populations you intend to serve and explain how this work is responsive to the needs and priorities of these communities. (1000 characters maximum)
2. Explain how you have involved these groups in your plans to date. How will they know about your project? Why will they want to be a part of it? What will they take away from your project? (1000 characters maximum)
3. Does this project aim to improve access to and inclusion of arts education in K-12 schools? (Include specific details/plans for enhancing K-12 arts education.) (1000 characters maximum)
4. Does this project aim to develop advocacy, visibility, or public awareness of the arts? (Include specific details/plans for developing advocacy, visibility, or public awareness of the arts.) (1000 characters maximum)