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Alaska State Council on the Arts

**Harper Arts Touring Fund
Grant Guidelines for
Performing Arts Presenters and Visual Arts and Culture Exhibitors**

Overview

The Harper Arts Touring Fund was established by the Rasmuson Foundation in 2002 to increase access to high quality performing arts, visual arts and culture exhibitions in communities throughout Alaska. The program is designed to encourage tours of Alaska's arts presentations and exhibitions; build the capacity of organizations in small communities to present and exhibit; and to build audiences for cultural events and exhibitions. The Fund provides grants to subsidize travel and freight expenses associated with the presentation of touring performances, or visual arts and material culture exhibitions in communities without regular access to these types of programs. Through a partnership with the Alaska State Council on the Arts, training and technical assistance are provided to help communities strengthen their ability to successfully present performing arts activities and visual arts and material culture exhibitions.

Eligible Organizations

- Alaskan organizations that have received 501(c)(3) status from the Internal Revenue Service and are classified as "not a private foundation" under section 509(a) of the Code
- Units of government and tribal entities
- A school, college or university if the proposed activity is open to the general public and the primary purpose of the project is NOT a school residency or to generate academic credit

If you have a question regarding your organization's eligibility, please contact Laura Forbes at the Alaska State Council on the Arts at (907) 269-6682 or laura.forbes@alaska.gov.

Deadline

Applications must be submitted at least 90 days prior to the scheduled activity. Applications may be submitted earlier than 90 days prior to the scheduled activity for the current fiscal year. Award letters will be sent to successful applicants within 60 days of application receipt. Grantees must sign and return the grant award letters in order to receive payment of awards.



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Eligible Projects

Arts presentations and exhibitions including but not limited to: theater, dance, opera/musical theater, music, performances for young audiences, literary readings/storytelling, folk & traditional arts, media arts, and visual art and historical exhibitions are eligible provided they meet at least one of the following criteria:

1. Presentations/exhibitions for Alaskan communities that do not have regular access to arts experiences.
2. Presentations/exhibitions of an Alaskan based artist or arts organization to communities in Alaska.
3. Presentations/exhibitions specifically designed to attract new audiences or reach underserved populations.
4. Multi-community tours within Alaska that include categories 1, 2 or 3 above that are coordinated by a lead organization.
5. If a presentation/exhibition is traveling from outside of Alaska, then block-booking between at least two Alaska communities is required (See Lead Presenter/Exhibitor Coordination Details).
6. Applicants may receive up to a maximum of two Harper Arts Touring Fund grants per presenter/exhibitor, per fiscal year.
7. The proposed activity must be marketed to and open to the public. Where possible, the tour should include an educational component.

Eligible Expenses

Travel and related freight: Artist travel (see definitions) and related freight costs associated with the presentation of touring performers and exhibition touring within Alaska.

Administrative Costs: Applicants may utilize up to 10% of their grant award to offset administrative costs directly associated with the programs being funded by the Harper Touring grant. Lead presenters may apply for not more than \$1,050 and individual communities not more than \$350.

Ineligible expenses

- Travel/freight for fundraising, benefit concerts or exhibitions
- Production expenses (i.e., costs associated with preparing a presentation/exhibition for tour including artist fees, set and crate fabrication)
- Underwriting for an organization's ongoing programming budget



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Grant Amounts

- Organizations may apply for up to 75% of direct travel and freight expenses to travel the presentation/exhibition to their community
- Individual community tours may apply for up to \$3,500. Please note a maximum of \$10,500 is available to support a tour of any single presentation or exhibition, per fiscal year
- Lead presenter/exhibitor coordinated tours may apply for up to \$10,500 in a single application including multiple tour blocks
- Presenters/exhibitors may receive up to a maximum of two Harper Arts Touring Fund grants per presenter, per fiscal year

Lead Presenter/Exhibitor Coordination Details

Presenters/exhibitors are encouraged to share presentations/exhibitions with rural and underserved communities. Lead presenters may submit a single application to support a multi-community tour. A tour qualifying for Lead Presenter/Exhibitor Coordination must include at least two communities: for example, the lead presenter community and one other community.

Responsibilities of the Lead Presenter/Exhibitor:

- To make contact with rural and underserved communities letting them know what presenting/exhibiting opportunities may be available
- To partner with identified communities
- To coordinate the tour and travel arrangements between the presenters/exhibitors, curators and participating artists
- To gather commitment letters for the grant application from each community presenter/exhibitor including the specifics of the community presenter/exhibitor organizational commitment to the project including amount of financial support, dates of the presentation/exhibition, and the community contact information
- To administer the Harper Arts Touring Fund award amount in support of the travel and freight to the additional host communities in partnership with the community presenters/exhibitors
- Prepare and submit a final report for the tour



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Selection Criteria for Harper Arts Touring Fund Grants

- The degree to which the activity increases access to the arts for underserved populations and/or communities. Priority will be given to applicants whose projects serve geographic areas without regular access to the arts.
- The artistic quality of the proposed presentation/exhibition. Special consideration will be given to organizations that present Alaskan artists or exhibitions reflecting the work of Alaskan artists.
- The capacity of the applicant to successfully present the activity. For Lead Presenter Coordinated Tours, the number of communities served by the proposed tour in proportion to organizational capacity.
- The applicant's plan for attracting new or underserved audiences and building community participation.
- For repeat applicants: the diversity of art forms presented from year-to-year and the demonstrated ability to plan 3-6 months in advance.

Submit an application (mail or in person) by the deadline to:

Harper Arts Touring Fund Grant
Alaska State Council on the Arts
161 Klevin St., Suite 102
Anchorage, AK. 99508 OR

Email a completed application with an electronic signature to: laura.forbes@alaska.gov.

Faxed applications will not be accepted. For information, questions or technical assistance email laura.forbes@alaska.gov, or call (907) 269-6682.



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Definitions

Presentation = A presentation of art in performance including but not limited to music, dance, theatre, storytelling, and poetry readings.

Visual arts or material culture exhibition = An exhibition of visual art work or material that represents culture including but not limited to exhibitions of paintings, sculpture, photography, artifacts representing indigenous cultures, cultural movements and events in history.

In-kind Income and Expense = The estimated dollar value of services or materials contributed to support the application activity, excluding cash contributions. The valuation of donated supplies must not exceed the fair market value of the property at the time of the donation. Volunteer time must be calculated at a "fair market" price, that is, at a minimum wage that a person paid to do the same work would be paid.

Outreach Activities = Outreach activities are those delivering "value-added" content as negotiated with the touring artist, in your community. Often these activities are geared toward education, reaching out to special populations within your community, or reaching out through special approaches—e.g. broadcast, community receptions, artist visits to special populations, etc.

Individual Community presenter/exhibitor = An organization presenting or exhibiting in a single community.

Lead presenter/exhibitor = An organization that coordinates the tour of a presentation or exhibition to multiple communities within the state.

Block-booking = Block-booking is the practice of scheduling a number of performances in a specific region, with the goal of reducing costs (travel, accommodation, and fees) for the performer and presenter.

Travel = Direct costs for actual artist travel by plane, boat, car, etc., to and from a community. Direct travel costs do not refer to incidental costs related to artist travel, such as food or vehicle repairs, etc.

Freight = Direct costs for actual freight of an exhibition to and from a community. Direct freight costs do not refer to other production costs such as construction or purchase of travel crates.

Administrative Costs = Organizational expenses that support the programmatic activities (such as staffing and overhead) but are not direct programmatic costs (such as artist fees, travel, and freight).

Underserved populations or communities = Underserved communities or populations are defined as those whose access to arts programs, services or resources or whose opportunities to experience the arts are limited by geography, economic conditions, cultural demographic, sociopolitical circumstances, disability, age, or other demonstrable factors.