Shakespeare in American Communities: Juvenile Justice

# Application Guidelines

**Intent to Apply Deadline: January 25, 2024 @ 11:59p.m. Central time**

**Application Deadline: February 8, 2024 @ 11:59p.m. Central time**

Shakespeare in American Communities is a theater program of the National Endowment for the Arts in partnership with Arts Midwest. Through grants to theater companies, this program supports high-quality productions and educational activities to young audiences throughout the United States.

## Eligibility

### Who should apply?

501c3 non-profit professional theater companies located in the U.S. or the Native Nations that share this geography and:

* Have a minimum of two years’ experience partnering with the justice system to provide theater education programs.
* Can compensate all performers and related or supporting professional personnel at no less than the prevailing minimum compensation. (This requirement is in accordance with the regulations issued by the Secretary of Labor in part 505 of Title 29 of the [Code of Federal Regulations](https://www.ecfr.gov/current/title-29/part-505).)
* Agree to acknowledge Arts Midwest and the National Endowment for the Arts in all programs and press materials related to funded engagements.
* Have a valid [Unique Entity ID (UEI)](https://www.fsd.gov/sys_attachment.do?sys_id=3866d0061b13b8106397ec21f54bcb72) via SAM.gov (free to acquire).
* Can comply with [Federal eligibility requirements](https://www.artsmidwest.org/programs/federal_requirements).

## Project Requirements

### Conduct educational theater programming that explores and illuminates Shakespeare’s text, addressing his work in modern context through frequent contact over a significant number of visits.

* Examples of activities may include workshops, discussions, seminars, and residencies.
* Activities may be in-person or virtual.

### Partner with at least one facility to reach youth in the juvenile justice system.

* Examples of eligible activities include detention centers, correctional facilities, court-appointed programs, treatment centers, transition centers, group homes, or educational schools/programs specifically for juvenile offenders or incarcerated youth.
* Juvenile offenders are defined as youth (age 17 or younger) who have been found guilty of committing a delinquent act.

### Engage a minimum of two teaching artists, staff, or personnel in theater education programming.

* Activities must be led by experienced teaching artists, staff, or personnel with strong credentials and experience working within the justice system.
* Teaching artists will be required to complete a survey at the midway and conclusion of programming to evaluate the impact on youth.

### Examples of eligible projects

* An organization partners with the county’s juvenile correctional facility, offering a residency for youth that culminates in a performance for the youth’s families.
* A theatre company performs *Romeo and Juliet* at a boarding school for juvenile offenders, followed by weekly workshops for the duration of the semester.
* An organization offers ongoing, twice-a-week workshops and theatre exercises at a short-term youth detention center.

## Grant Awards

**Applicants may request grant awards ranging from $15,000 to $25,000.**  These grants are federal funds from the National Endowment for the Arts. These funds derive from Federal funds from the National Endowment for the Arts (CFDA #45.024: Promotion of the Arts\_Grants to Organizations and Individuals).

Applicants will **not** be required to demonstrate matching funds on a 1:1 basis for their requested grant amount. (For example, if an applicant requests a $15,000 Shakespeare grant, the total project budget may also be $15,000.)

An organization may apply to both the Schools program and the Juvenile Justice program. However, there must be no overlapping programming or costs between the applications and budgets.

### Eligible expenses

Eligible expenses include: fees for educators, actors, facilitators, etc.; production costs of props, costumes, set, etc.; a prorated portion of staff salaries; other direct costs associated with the educational programming.

Do not include [unallowable expenses](https://artsmidwest.org/get-support/federal-eligibility-requirements/).

## Required intent to apply information

* Applicant organization details (EIN, UEI number from SAM.gov, annual operating budget, mission statement, organization location information).
* Project start and end dates
* Primary contact information
* Short summary of project activities
* Grant request amount

## Required application information

* Summary and statistics for proposed activities
* Anticipated number of individuals served
* Accessibility accommodations
* Applicant organization, programming, and leadership narratives
* Project Budget

## Selection Criteria

Applications are reviewed by an independent advisory panel composed of a diverse group of arts and literature experts and other individuals with broad knowledge of community programs. Panel composition changes annually.

Grantees are selected based on:

* **Artistic excellence and merit of programming.** The panel will review the content of the theater education programming, the intent to illuminate Shakespeare’s text and address his work in modern context, and the frequency of contact over a significant number of visits.
* Depth of engagement. The panel will consider the content of the proposed activities; the credentials and experience of teaching artists or actors; ability to provide or adapt programming to reach juvenile offenders, and the adaptability of the programming to the practical barriers of partnering with the justice system.
* The ability and capacity to carry out the project. The panel will consider the applicant’s ability to manage and implement their proposed programming. This could include the evidence of the organization’s past work with the justice system; qualifications of teaching artists, staff, or personnel; organizational capacity; proven fiscal responsibility; etc.

## Timeline

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| Apply   | There is a two-step application process.* Submit an intent to apply by January 25.
* Submit a complete application by February 8.

Arts Midwest staff will review for eligibility and completeness. We will follow up with any questions or corrections before applications proceed to the review stage. |
| Review   | All complete and eligible applications will be reviewed by a panel. The panel will consider the following criteria:* Artistic excellence and merit of programming
* Depth of project to engage audiences
* Ability and capacity to carry out the project
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| Award  | All applicants will receive an email notification of award decisions in May 2024 following approval from Arts Midwest’s Board of Directors. |
| Engage | Funded project activities occur between August 1, 2024, and July 31, 2025. Final reports are due about a month after conclusion of planned activities.Any changes or updates to planned activities should be communicated to Arts Midwest staff as early as possible.  |

## Reporting Requirements

A preliminary event listing will be due 30 days before the project starts and a final report will be due 30 days after the project is completed. The final report consists of a final listing of events, statistics on audiences and artists, narratives, and a final budget.

## Accessibility

Arts Midwest works to ensure that grant guidelines, presentations, and any other written materials are created with accessibility and disability experiences in mind.

For all grant applications, we use an online platform called [SmartSimple,](https://artsmidwest.us-1.smartsimple.com/s_Login.jsp) unless applicants request another route. SmartSimple has a dedicated Quality Assurance Team and a consultant who helps test usability on a quarterly basis.

We’ve used other tools for grant applications and are happy to work with you such as providing an adapted form in Microsoft Word or taking verbal responses.

Please [complete this form](https://form.asana.com/?k=qktzhgcymrEcAOig3CaedQ&d=7149965253701) so we can help make a grant or program accessible to you.

Visit our [Accessibility Policy](https://artsmidwest.org/accessibility-policy/) for more information on our commitment to accessibility.

## Contact

For any questions, please email grants@artsmidwest.org.