



FY20 ARTIST IN RESIDENCE GUIDELINES

220 - 4th Avenue North | PO Box 458 | Foley, MN 56329
320-968-4290 | 1-866-825-1741 | fax: 320-968-4291
www.centralmnartsboard.org

We understand that the online application system may present a barrier to some applicants and will make reasonable efforts to accommodate particular needs on a case-by-case basis. This information can be made available in the following alternative formats: Braille, large print, and audio recording.

We can also help find a language interpreter to translate these guidelines. To accommodate your requests, the Central MN Arts Board will need at least 10 working days.

We recommend using Chrome or Firefox as your web browser to complete the online application.

MN Relay Service 1-800-627-3529

PROGRAM OVERVIEW

The Artist in Residence (AIR) program provides funds of up to \$3,500 to schools and nonprofit organizations in support of activities directed by, or conducted in cooperation with an artist who engages students and enables learning through the creative process. These funds are provided through the [Arts and Cultural Heritage Fund](#).

Resident artists must be chosen on the basis of their ability to *enhance* programs and curriculum. An ideal residency is composed of a balance between demonstration and hands-on activity. Artists-in-Residence enrich student experiences by sharing and demonstrating a deep understanding of their art form.

Program Outcomes

1. Regional residents learn new arts skills & techniques.
2. Regional residents gain awareness and appreciation for a variety of artistic disciplines and mediums.
3. Regional artists build their capacity through professional development.

Proposals to the Artist in Residence program must contain the following components:

- Arts Learning activities conducted with a core group
- A Community Component that invites and informs the community surrounding the school or organization to learn about or participate in residency activities
- A Staff In-Service component that builds staff capacity and/or supports residency activities

WHO CAN APPLY

Applicants must serve Region 7W residents and be located within the Minnesota counties of Benton, Sherburne, Stearns, or Wright.

- **Nonprofit 501(c) (3) arts organizations**
- **Community groups WITHOUT nonprofit designation that are sponsored by a fiscal agent**
- **Nonprofit** organizations, that do not have arts as a primary focus
- **Public Schools**
- **Local government** entities (city, township and county)

APPLICANTS NOT ELIGIBLE

- For-profit businesses
- Individuals
- CMAB grant recipients with any overdue final reports

PROPOSALS ELIGIBLE

Proposals must occur within Region 7W and/or directly benefit Region 7W residents.

- Arts education experiences involving a professional artist
- Arts workshops
- Visits to artists' studios, art galleries, and other pertinent locations
- Performances by theatre, dance or musical groups, and readings by literary artists

Start dates must occur AFTER the Board approval date.

PROPOSALS AND EXPENSES NOT ELIGIBLE

- Those that do not have arts as a primary focus
- Compensation for school personnel within the context of their regular contractual duties
- Purchase of equipment or improvements to facilities
- Expenses or payments for projects that will take place outside the State of Minnesota
- Activities that are essentially for the religious socialization of the participants or audience
- Activities that attempt to influence any state or federal legislation or appropriation
- Events with a primary focus of fundraising. (Fundraising is allowable, but must not be the focus of an event)
- Proposals already funded by any other CMAB grant program
- Those which provide or replace essentially the same services that teachers or arts specialists are required to provide to meet state and/or national curriculum requirements
- Any regular administrative or overhead costs for recipients of Minnesota State Arts Board or CMAB Community Arts Support
- Any expenses not directly related to the proposal
- Any proposal that pays an artist who has received funding through the Artist in Residency or Teaching Artist Grant programs to work with the applicant school or organization more than twice within a 5-year period.

HOW TO APPLY

Click the Manage GRANTS button in the upper right corner of the CMAB homepage. First-time applicants need to create an account using an email address and a password.

Submit the **application online** and include:

- A. **Examples of Artistic Merit**- photos, video, audio or written examples of the artists, presenters or other evidence of the artistic quality of the proposed residency.
- B. Artist Resume' or list of significant experiences.
- C. **501(c)(3) letter**. *Public schools do not submit this letter*. Applicants using a fiscal agent will submit their 501(c)(3) letter.
- D. **Fiscal agent agreement** (if applicable)

Applicants are encouraged to call the CMAB office at 320.968.4290 to discuss eligibility or to have a draft of the application reviewed at least two weeks prior to the deadline date.

- Applications must be submitted by **11:59 pm on the deadline date**.
- Applications received after the deadlines are ineligible. There are no exceptions to this policy.

USING Fax-to-File:

A [Fax-to-File](#) feature is available within the application to help convert documents from hard copy to digital PDF format. [Fax-to-File](#) is located in the upper left portion of your screen under tools.

Click on [Fax-to-File](#) and you will be presented with a toll-free number. Once you have a fax number, you will have 20-minutes to fax documents for conversion. Click the "Finished Faxing" button to see a list of files. Converted documents will be available to download to your computer. After downloading, the documents can then be uploaded during the online application process. Contact the CMAB office if you need further assistance in converting files.

APPLICATION CONTENT

RAC Data Information

The following questions are required for data collection purposes by the Minnesota State Arts Board and the MN Legislature. **The information is not considered in application review and is not visible to reviewers.** Definitions of the RAC Data codes are found on page 11.

- **How did you learn about this program?**
- **Proposal Name**
- **Proposal Summary** – Restate the proposal name and provide a one or two sentence description.
- **Proposal Discipline** - Select one category that best describes the grant activity.
- **Start Date** – Activities described in the grant proposal must begin AFTER the board review date.
- **End Date** – Activities must be completed within 12 months of the Board review date.
- **Measurable Outcomes Summary** – Briefly describe outcomes for the proposal.
- **Evaluation Plan/Methods Summary** – Briefly describe evaluation plans to measure outcomes.
- **Publicity** – Does the applicant use an **alternate name** other than the legal name for publicity purposes?
- **Alternate Name** – If **yes**, enter **alternate name** to be used for publicity purposes (or indicate N/A).
- **Applicant Type** – Choose the description that best fits the applicant.
- **Discipline** – Select the code that best describes the applicant’s primary area of interest in the arts.
- **Status** – Legal status code describing the applicant.
- **Institution** – Select one code that best describes the applicant.
- **Board of Directors**- list current board members or equivalent governing body and their roles. Enter information in one block of text, formatted as follows: Example: Jason Harding: Chair; Melissa Frank: board member; William Jones, Jr: treasurer.
- **Applicant’s Population by Ethnicity** - Select the one code that best represents 50% or more of the staff, board or membership. **N** = American Indian/Native American; **A** = Asian; **P** = Native Hawaiian/Pacific Islander; **B** = Black/African American; **H** = Hispanic/Latino; **M** = Middle Eastern/North African; **W** = White; **99** = when no single group; **O** = Other; **98** = Data not provided
- **Applicant’s Population by Distinct Groups**- Select the one code that best represents 50% or more of the staff, board or membership: **I** = Individuals with Disabilities; **S** = Adults older than Sixty; **V** = Military Veterans; **99** = None of the above; **98** = Data not provided
- **Street Address** – Enter the street address (No P.O. Box) and zip code where the applicant is located
- **County** – Select the county where organization/school is located.
- **MN House District** – where organization/school is located. To use the district poll finder, [Click Here.](#)
- **Congressional District** – MN congressional district where the organization/school is located. To use the district poll finder, [Click Here.](#)
- **Artists Participating** – Estimated number of participants directly involved in/ providing artistic services
- **Youth Audience** – Estimated number of children and youth (0-18) who will directly engage with the arts, related specifically to the grant, whether through attendance at arts events or participation in arts learning or other types of activities. Do not include broadcast audience.
- **Adult Audience** – Estimated number of adults (19+) who will directly engage with the arts, related specifically to the grant, whether through attendance at arts events or participation in arts learning. Excludes employees, paid performers, artists participating and broadcast audience. Do not include repeat attendees.
- **Proposal’s Population by Age** - Select all categories that, by your best estimate, make up 25% or more of the population that will directly benefit from the award. **1** = Children/Youth (0-18 years); **2** = Young Adults (19-24 years); **3** = Adults (25-64 years); **4** = Older Adults (65 + years); **99** = No single groups will make up more than 25% population.
- **Proposal’s Population by Distinct Groups**- Select all categories that, by your best estimate, make up 25% or more of the population that will directly benefit from the award. **D** = Individuals with Disabilities; **I** = Individuals in institutions (including hospitals, hospices, nursing homes, assisted care, correctional facilities and homeless shelters); **P** = Individuals living below the Poverty Line; **E** = Individuals with Limited English Proficiency; **M** = Military Veterans/ Active Duty Personnel; **Y** = Youth at Risk; **G** = No single distinct group; **5** = Pre-K, Children 5 and under

- **Proposal's Population by Ethnicity** - Select all categories that, by your best estimate, make up 25% or more of the population that will directly benefit from the award. **N** = American Indian/Native American; **A** = Asian; **P** = Native Hawaiian/Pacific Islander; **B** = Black/African American; **H** = Hispanic/Latino; **M** = Middle Eastern/North African; **W** = White; **G** = no single ethnic/racial group
- **Additional Information** (optional) - Data collection questions do not always provide options to accurately describe the racial or ethnic identity of applicants and the groups they serve. If there is additional information you would like to provide about the race or ethnicity of the groups served by the project, include that information here.
- **YOUTHANNUAL**- Total number of children/youth (0-18) who participated in arts activities within the applicant organization's most recently completed fiscal year, including those activities not funded by the Minnesota State Arts Board or regional arts councils. **Public Schools report extracurricular activities only.** Do not include broadcast audience. Enter "0" if not applicable.
- **ADULTANNUAL**- Total number of adults (19+) that participated in arts activities within the applicant organization's most recently completed fiscal year, including those activities not funded by the Minnesota State Arts Board or regional Arts Councils. **Public Schools report extracurricular activities only** Do not include broadcast audience. Enter "0" if not applicable.
- **EXPANNUALARTS**- Total annual arts-related expenses for most recently completed fiscal year.
For arts organizations: total operating expenditures.
For non-arts organizations: annual expenses for the arts at organization.
Public Schools report art-related extracurricular expenses only.
- **FYANNUAL**- Applicant's most recently completed fiscal year representing data submitted for YOUTHANNUAL, ADULTANNUAL, EXPANNUALARTS fields. Not necessarily related to time frame of grant activities.
Enter 4 digits; 2018, not 18.

ADVICE FOR APPLICANTS

The Artist in Residency program is scored using four criteria: Artistic Merit & Quality, Demonstrated Need, Outcomes & Evaluation, and Applicant Ability. Each criterion has a series of statements that evaluators are asked to consider when reviewing and scoring an application. When completing a grant application, refer to the statements listed beneath each heading. Strong proposals will address all applicable criteria in the narrative responses.

Proposal Narrative

ARTISTIC MERIT/QUALITY - 9 of 30 points

Evaluators use the following criteria when reviewing this section of the application:

- 1) Arts content is delivered by competent artists with appropriate education/training and significant teaching experience with target learners.
- 2) Developmentally appropriate lessons reflect the unique needs and interests of the learners.
- 3) Arts learners will benefit in concrete and meaningful ways as a result of their experience.
- 4) Proposal provides an artistic opportunity not otherwise available by featuring underrepresented, innovative, and/or unique artistic discipline, genre, creative approach, content, and/or quality, presented in a way that is relevant to the intended audience.
- 5) Evidence of artistic, creative, and/or cultural value of the proposed residency
- 6) Community component serves to engage/inform the public (parents, neighborhood residents, caregivers, etc.) about the content and impact of the Artist Residency.

1. **Mission Statement** - Applicants that do not have a mission statement should provide a statement that outlines the goals and values of their group.
2. **Describe the Residency** – Refer to the criteria statements above
3. **Learning Goals** – List specific learning goals for the proposed activities.

4. **Artist Resume** –Upload the artist’s resume. Alternatively, you may provide a list of significant experiences the artist has had. Include formal and informal studies, exhibitions, volunteer experiences, work they were paid to complete, etc.
5. **Core Group** – Identify the group of students that will have the most contact with the artist.
6. **Length of Residency** – List number of days and number of hours per day.
7. **Community Component** – Describe the community component of the residency and how the public will be informed.
8. **Example of the Artistic Quality of the proposed residency**
Examples include photos of similar or previous proposals, designs or schematics for the proposed residency work, video or website URL of the artist’s work or performing group, etc.
 - **EXAMPLE UPLOAD** – Combine multiple pages into ONE PDF document and submit no more than 5 images, 10 pages of literary work or 7 minutes of audio/video.
 - **OR Video/Website URL** – Include this **ONLY** if you are directing reviewers to specific content on a website. **Example Description** -Describe how the example provided relates to your proposal. If necessary, direct reviewers to specific images, or a specific 7 minutes of audio/video.
9. **SCHOOLS ONLY** –
 - A. List Minnesota Academic Standards that will be enhanced in the context of the residency.
 - B. In what ways are these standards addressed in the regular school curriculum?

OUTCOMES AND EVALUATION - 6 of 30 points

Evaluators use the following criteria when reviewing this section of the application:

- 1) Outcomes describe measurable and achievable change in knowledge, attitude, skill, behavior, or condition among the people the project is designed to benefit.
- 2) The evaluation plan includes appropriate methods to measure and document proposal completion, effectiveness, and progress made toward outcome(s).
- 3) The evaluation plan identifies how evaluation results will be used to improve current or future programming (e.g., adjustments to the project, informing future programming, sharing with stakeholders or peers, applicant learning and development, etc.).

10. Measurable Outcomes - What will students know after the residency is complete? What will they have created or experienced? What will success look like? What will have changed?

11. CMAB Program Outcomes–Select all that are relevant to the proposed residency:

1. Regional residents learn new arts skills & techniques.
2. Regional residents gain awareness and appreciation for a variety of artistic disciplines and mediums.
3. Regional artists build their capacity through professional development.

12. Evaluation Methods - How will you see that learning took place? (i.e. surveys, observation, performance, product, student self-assessments, samples of student work, pictures, interviews, video, etc.)

13. Reflection and Action- Describe how your organization or school will utilize the information obtained from evaluation.

DEMONSTRATED NEED - 9 of 30 points

Evaluators use the following criteria when reviewing this section of the application:

- 1) The proposal is well designed to address the identified community/audience's specific interests and circumstances.
- 2) Needs of participants and/or audiences are understood and well addressed.
- 3) The proposal contains evidence to show that an arts opportunity not otherwise available to the identified community/audience will be provided.

14. Describe students and staff needs and how this residency will address and/or support those needs. Refer to the criteria statements above

15. Describe how accessibility needs are being addressed in this proposal. How will you accommodate requests for access to the proposed activities?

16. Location of Proposal - Address where the main activity will take place.

17. Explain why the artist(s) was selected - Experience, skills, recommendations, etc.

18. Has this artist conducted a residency in the school/organization within the last five years? If yes, indicate when and whether funded by the CMAB.

ABILITY - 6 of 30 points

Evaluators use the following criteria when reviewing this section of the application:

- 1) Applicant has provided evidence that there is qualified staff who demonstrate the commitment and capacity to support the proposed activities.
- 2) A complete and realistic timeline is in place.
- 3) Teacher/coordinator in-service activities have been fully described and are appropriately designed to enhance applicant's capacity.
- 4) The budget supports proposed activities and honors the work of artists and/or arts organizations, including payment of appropriate wages and fees, and adequate supporting expenses.

19. AIR Coordinator

Who has been designated by the organization/school as responsible for overseeing the implementation of the proposed residency? This person will be responsible for the timely submission of all forms and reports required by the CMAB.

- **Name**
- **Address**
- **Phone**
- **Email**
- **Bio**

20. Timeline- Describe the timeline for all residency activities. Include planning, learning activities, in-service staff development sessions, assessment and community events

21. Staff In-Service - Describe how the artist will share with staff the elements of the residency that can be used again, give additional tools for assessment, identify additional student needs, engage staff in residency activities for greater impact, etc.

Proposal Budget

22. Eligible Expenses- Provide descriptions and calculations for All Eligible Costs associated with the residency. For budgets that exceed the request, describe how additional expenses will be paid.

Eligible Expenses Include:

- a. **Personnel/Artist's Fees/Honoraria/Stipends** – List each name/title, show methods of calculation (i.e. hours, rates, etc.) or indicate if a contract rate or stipend
 - Travel expenses – related to bringing in an artist from outside the state of Minnesota can be no more than 10% of the total grant amount requested (additional travel expenses may be paid with funds from other sources).
 - Administrative costs: Recipients of MSAB or CMAB Community Arts Support funding cannot include or prorate regular administrative costs. School personnel cannot be paid for work that falls within the scope of their contracted duties.
- b. **Supplies** – Itemize material costs- Indicate if item(s) is rented
- c. **Publicity** –printing, ads, promotional items, etc. Show calculations (i.e. 3 ads x \$50 per ad)
- d. **Other** – Evaluation, rental of space, student transportation, etc.

23. Amount Requested from CMAB – Cannot Exceed \$3,500

24. Ineligible Expenses- Include additional expenses associated with the proposal that cannot be paid with CMAB Grant funding and provide descriptions and calculations. Round up to the nearest dollar.

Ineligible Expenses include:

- Equipment and building expenses – purchased costumes, stage props, computers, cameras, software, etc.
- Travel/lodging expenses not related to bringing in an artist or transporting students
- Food/Food Related Items – catering, plates, cups, etc.

25. Total Proposal Expense – Round up to the nearest dollar.

This section for 501(c)(3) ORGANIZATIONS ONLY

26. Person In Charge of Organizational Issues - i.e. Executive Director, Business Manager, Board President

- Name
- Title
- Phone Number
- Email Address

27. Board Officer Contacts – List names, title and email address or phone number for all board officers.

This section for applicants using a FISCAL AGENT ONLY

28. FISCAL SPONSORSHIP

Applicants without nonprofit designation **must include a fiscal agent agreement**. It must include the components listed in this [Sample Fiscal Agent Agreement](#). This does not apply to public schools or units of government.

- **Organization Name, Street Address, City, State, Zip**
- **Contact Person Name, Phone, Email**
- **FISCAL AGENT AGREEMENT**

CERTIFICATION

29. FEDERAL 501(c) (3) NON-PROFIT STATUS LETTER - Does not apply to public schools or government units. All nonprofit organizations must attach their 501(c)(3) letter to this application. If you are using a fiscal agent, submit their 501(c) (3) letter.

30. ELECTRONIC SIGNATURE

Your signature indicates that the applicant's school administration, board of directors, or advisory committee supports this proposal, that it is accurate and that the project will be carried out as described if funded.

CMAB SERVICES AND GRANTING PROCESS

APPLICATION DRAFT REVIEW

Applicants may request a draft review of an application. CMAB staff will review the application and identify any concerns, **upon request** submitted via email (media@centralmnartsboard.org) or fax (320-968-4291), at least two weeks before the application deadline. A review of the application does not guarantee that the request will be funded.

REVIEW PROCESS

Applications will be made available to the CMAB Board of Directors or a review panel at least two weeks prior to the Board Review date. Applications are assigned final scores at an in-person review meeting. Each application will receive a score on a scale from 1 to 30. **An application must obtain an average of 15 or higher to be considered for funding.** All review meetings are open to the public; see CMAB website for board and panel review dates.

CMAB Directors give final approval on all grant awards. All applicants will be notified of the Board's decision.

GRANT CONTRACT

Awardees must submit a contractual agreement **within 30 days** of notification. Failure to do so can result in the cancellation of a grant commitment.

A signed payment agreement with the artist must be uploaded with the contract.

If funds are refused within 45 days of receipt of grant notification, they will be offered to the next applicant in rank order. Returned or refused funds will be applied to future grant rounds after 45 days.

ACKNOWLEDGEMENT OF CMAB FUNDING

Because it is important for the public to understand how state tax dollars are returning to their communities, and to fulfill Minnesota state law requirements, grantees are required to acknowledge CMAB funding.

The appropriate acknowledgement statement is provided in the grant contract. This must appear on all advertising material, programs, press releases and announcements referencing the funded event.

Grantees must provide copies of advertising materials and programs in the final report.

FINAL REPORTS

A final report must be submitted within sixty (60) days of the residency's completion. Awardees with overdue final reports are ineligible to apply for CMAB grants until the final report is received.

GRANT APPEAL PROCESS

Any applicant who can show cause that established grant review procedures were not followed, or that the policies of the program were not equitable to all applicants, may file an appeal in writing within fifteen (15) business days of being notified of the CMAB's decision.

The Executive Committee will review the appeal and determine if further investigation is warranted. If there is cause for an appeal, the matter will go before the full board for a final decision. There is no right of appeal to dispute decisions in respect to artistic quality or merit, ability or need. Contact the CMAB office to view a copy of the complete appeal policy.

DEFINITIONS

Applicant: School/group/organization organizing and implementing the proposal. If two groups are involved, select one to be the lead and therefore the applicant.

AIR Coordinator: Person designated by the applicant organization as responsible for overseeing the implementation of the proposed residency. This person is responsible for the timely submission of all required forms and reports to the Central MN Arts Board and should be knowledgeable in all aspects of the proposed residency.

Authorizing Official: Person empowered to enter into contracts for the applicant organization. This is usually the principal, finance officer, board chair, president, superintendent or executive director.

Beginning & Ending Dates: When the core group/ target population/community will experience the activities of the proposed Artist in Residency.

Community Event: Open to the public; residents outside of the staff/families/student population

Core Group: A single group of students who will participate in and experience the majority of the artist residency

Evaluation: A systematic determination of merit, worth and significance, using established criteria. The primary purpose of evaluation, in addition to gaining insight into prior or existing initiatives, is to enable reflection and assist in the identification of future change.

Fiscal Agent: Organization which is legally responsible for the proper use of the grant funds when an applicant is not a school or unit of government and does not have tax-exempt status under Section 501(c) (3) of the Internal Revenue Code.

Goal: Specific, measurable, attainable, realistic and **time-targeted objectives** that allow people to identify and then work towards outcomes.

Outcome: The **final result** when goals have been achieved and the proposed activities are complete

RAC Data Information: Regional Arts Councils (RAC) data collected is maintained by the Minnesota State Arts Board and is distributed to others in accordance with the Minnesota Data Practices Act. Complete information is necessary to ensure the reliability of our data.

For more information on Central MN Arts Board programs, services visit our website at www.centralmnartsboard.org or call 320.968.4290 or 1.866.825.1741

RAC Data Code Definitions

Art discipline codes		Institution type			
DIS1/PDIS1	DISCIPLINE	INST1	INSTNAME	Description	INST1
01	Dance	01	Individual - Artist	One who	01
01A	Dance, ballet	02	Individual - Non-artist	Include	02
01B	Dance, ethnic/jazz	03	Performing Group	Group of artists	03
01C	Dance, modern	04	Performing Group - College/Univ	A group of	04
02	Music	05	Performing Group - Community	A group of	05
02A	Music, band	06	Performing Group for Youth	A group which	06
02B	Music, chamber	07	Performance Facility	A building or	07
02C	Music, choral	08	Museum - Art	An organization	08
02D	Music, new-experimental, elec	09	Museum - Other	An organization	09
02E	Music, ethnic	10	Gallery/Exhibition Space	An organization	10
02F	Music, jazz	11	Cinema	A motion	11
02G	Music, popular	12	Independent Press	A non-	12
02H	Music, solo/recital	13	Literary Magazine	A non-	13
02I	Music, orchestral	14	Fair/Festival	A seasonal	14
03	Opera/Musical Theater	15	Arts Center	A multi-	15
03A	Opera	16	Arts Council/Agency	An organization	16
03B	Opera, musical theater	17	Arts Service Organization	An organization	17
04	Theater	18	Union/Professional Assn	Include artist	18
04A	Theater, general	19	School District	A geographic	19
04B	Theater, mime	20	School - Parent/Teacher Assn	An organization	20
04C	Theater, puppetry	21	School - Elementary	Also called a	21
04D	Theater for young audiences	22	School - Middle	Also called a	22
04E	Theater, storytelling	23	School - Secondary	Also called a	23
05	Visual arts	24	School - Vocational/technical	Trade school	24
05A	Visual arts, experimental	25	School - Other	Non-arts	25
05B	Visual arts, graphics	25A	School - Preschool		25A
05D	Visual arts, painting	25B	School - Community Education		25B
05F	Visual arts, sculpture	25C	School - Homeschoolers		25C
06	Design arts	26	College/University	Include state-	26
06A	Design arts, architecture	27	Library		27
06B	Design arts, fashion	28	Historical Society/Commission	A historical	28
06C	Design arts, graphic	29	Humanities Council/Agency	An organization	29
06D	Design arts, industrial	30	Foundation	An endowed	30
06E	Design arts, interior	31	Corporation/Business	A legal entity	31
06F	Design arts, landscape arch	32	Community Service Organization	A non-arts	32
06G	Design arts, urban/metro	33	Correctional Institution	A prison,	33
07	Crafts	34	Health Care Facility	A hospital,	34
07A	Crafts, clay	35	Religious Organization	A church,	35
07B	Crafts, fiber	36	Senior Center	A facility or	36
07C	Crafts, glass	37	Parks and Recreation	Usually a	37
07D	Crafts, leather	38	Government - Executive	The	38
07E	Crafts, metal	39	Government - Judicial	Judges and	39
07F	Crafts, paper	40	Government - Legislative(House)	The	40
07G	Crafts, plastic	41	Government - Legislative(Senate)	The other	41
07H	Crafts, wood	42	Media - Periodical	A periodical	42
07I	Crafts, mixed media	43	Media - Daily Newspaper		43
08	Photography	44	Media - Weekly Newspaper		44
09	Media Arts	45	Media - Radio		45
09A	Media Arts, film	46	Media - Television		46
09B	Media Arts, audio	47	Cultural Series Organization	An organization	47
09C	Media Arts, video	48	School of the Arts	Any school which	48
09D	Media Arts, tech/experimental	49	Arts Camp/Institute	An organization	49
09E	Media Arts, screen/scriptwriting	50	Social Service Org	Governmental or	50
10	Literature	51	Child Care Provider	An organization	51
10A	Literature, fiction	98	Data not provided		98
10B	Literature, non-fiction	99	None of the above		99
10C	Theater, playwriting				
10D	Literature, poetry				
11	Interdisciplinary	01	Individual	A person, not an organization.	
12	Folk/Traditional Arts	02	Organization-Nonprofit	Not engaged in profit-making	
12A	Folk/Traditional dance	03	Organization-Profit	Engaged in profit-making activities	
12B	Folk/Traditional music	04	Government-Federal	A unit of or individual associated with	
12C	Folk/Traditional crafts/vis arts	05	Government-State	A unit of or individual associated with	
12D	Folk/Traditional storytelling	06	Government-Regional	A unit of or individual associated with	
13	Humanities	07	Government-County	A unit of or individual associated with	
14	Multidisciplinary	08	Government-Municipal	A unit of or individual associated with	
15	Non-arts/Non-humanities	09	Government-Tribal	The governing authorities of tribes, bands,	
98	Not provided	98	Data not provided		
		99	None of the Above		