



2016 Put the Arts in Parks (PAP) Program

The Office of Arts & Culture is partnering with Seattle Parks and Recreation to increase arts and community events in parks throughout the city. The **Put the Arts in Parks Program** is an opportunity for the city to invest in the vibrant cultural work being done in and by diverse communities throughout Seattle.

This pilot program supports neighborhood arts councils and community-based groups that are seeking to activate Seattle Parks with new and established festivals or events that promote arts and cultural participation, celebrate our diversity, build community connections, through arts and culture while connecting with underserved communities.

ELIGIBILITY

Who can apply:

- Individual artists, neighborhood arts councils and local community-based groups are eligible.
- Organizations and individual artists representing communities of color are encouraged to apply.
- Groups applying are not required to be a 501(c)(3) nonprofit nor are they required to use a fiscal agent.

If funded, groups will need to have a City of Seattle Business License.

Qualifying projects must:

- Have a significant arts and culture component,
- Be free and open to the public,
- Provide a platform for under-represented artists and communities,
- Adhere to Seattle Park's mission statement (see below),
- And take place in a city of Seattle park between February and December 2016.
 - *(see attached list of preferred parks on page 3).*

Seattle Parks and Recreation Mission statement: Seattle Parks and Recreation provides welcoming and safe opportunities to play, learn, contemplate and build community, and promotes responsible stewardship of the land.

You may submit only one application per year to this program. Eligible groups may submit applications for distinct projects to both PAP and [Neighborhood & Community Arts](#) (NCA) as long as the projects meet the respective guidelines and eligibility. If a single project qualifies for both PAP & NCA funding the application can be submitted for both programs but will only receive funding from one (not both programs).

FUNDING

Funded organizations will receive one (1) year of PAP funding support (for events in 2016) to go towards: artist fees, marketing and promotional fees, project management and personnel costs, supplies, equipment rentals or other production-related costs, required permits ([see permit document](#)) and no more than 10% for food related costs. Funds may not be used for fundraising, gifts, organizational administrative costs not directly related to the project or the purchase of equipment. There is no partial funding for this program. Applicants can apply for the following levels of funding. Only groups with a demonstrated history of producing events can apply for funding at \$2,400 level and above:

- \$1,200 (Requires no track record for event production.)
- \$2,400 (Requires track record for event production again define what this means.)
- \$4,800 (Requires track record for event production.)
- \$7,200 (Requires track record for event production.)

PROGRAM CRITERIA

Goals of the Put the Arts in Parks Program are to support and increase the presence of art in public spaces, specifically in public parks, to increase engagement of historically under-served communities in the program, and to support and increase the number of positive, family-friendly events that build community, celebrate diversity, and promote arts and cultural participation. Proposals submitted to the program will be evaluated on the following criteria:

- **Quality of Project:** Clear, well-conceived, authentic relationship to the community, promotes arts participation and community relations.
- **Community Impact:** Project plan describes meaningful efforts to create community participation and reach diverse and underserved audiences.
- **Feasibility:** The organization/individual has a proven track record of presenting this and/or other event(s) and/or demonstrated ability to produce the event (if applying for \$2,400 or more); evidence of community involvement and support; and clear realistic budget for the event.
- **Highlighted Parks:** Priority will be given to projects that take place in one or more of the parks identified in the list on page 3, which may particularly benefit from increased use by the public.

DEADLINE

The online application must be submitted by **11 p.m., Friday, Oct. 30, 2015**. The application is available at: www.seattle.gov/arts/put-the-arts-in-parks

APPLICATION REVIEW AND NOTIFICATION

An independent peer panel of artists, community, and Seattle Parks representatives will review and evaluate applications according to the program criteria and recommend funding. **Funding notification will be made by the end of December 2015.**

Questions? We're here to help! Contact Jenny Crooks at 206-684-7084 or jenny.crooks@seattle.gov

Free Information Session

Learn what makes a strong application, including information about other funding programs. This interactive question-and-answer session will cover specifics on eligibility and how to apply. First time applicants are encouraged to attend. Please register for the session by contacting Jenny Crooks at (206) 684-7084 or e-mail at jenny.crooks@seattle.gov.

Wednesday, September 30, 2015, 6:30 – 8 p.m.

[2100 Building](#), 2100 24th Avenue South, Seattle, WA 98144

Saturday, October 3, 2015, 10:15 – 11:45 a.m.

Lake City Branch Library, 12501 28th Ave. N.E., Seattle, WA 98125

TIPS FOR SUCCESS

- Update or complete your basic registration and profile at www.culturegrants-wa.org right away.
- Explore the online application *ahead of time*, especially if you're a first time applicant.
- Preview guidelines, check your eligibility and read instruction boxes.
- Attend the workshop/draft review session, especially if you're a first-time applicant.
- Start writing or outlining your application narrative *early*. You may wish to write it first in a separate document to see your whole story clearly.
- Be sure to save and re-read your work *before* you submit.
- Focus on the art and culture component of your event.
- Call the project manager with questions well in advance of the deadline. We are happy to assist you, but last-minute help is limited due to timing.
- Submit early in case you need time to correct errors in the application.
- Double-check your budget and make sure income equals expenses.

LIST OF PREFERRED PARKS

Please visit the Seattle Parks [website](#) and use the Park Finder to view more information about any of the parks listed.

CENTRAL

- Cal Anderson Park
- Denny Park
- Dr. Blanche Lavizzo Park
- First Hill Park
- Judkins Park
- Flo Ware Park
- Pratt Park
- Powell Barnett Park

NORTH

- Ballard Commons Park
- Lake City Mini-Park
- Mineral Springs
- Salmon Bay
- University Playfield

SOUTHEAST

- Hutchinson Park
- John C. Little Park
- Othello Park
- Pritchard Beach

SOUTHWEST

- Delridge Park
- Duwamish Waterway Park
- Roxhill Park