

For Website - BHS Panther Paw Project

2023 Arts Education Project Grant

Boulder High School- ILC Program

Tomeria Baxter
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Boulder, CO 80302

720-561-5301

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Application Form

Grant information and confirmation

Si prefiere leer esta información en español, por favor haga clic aquí. Se puede responder a la solicitud en español. Un miembro del personal de la Oficina de Artes y Cultura traducirá sus respuestas para que sean revisadas.

For this application in other languages please contact the Office of Arts + Culture Program Manager Lauren Click at clickl@bouldercolorado.gov.

PURPOSE: The Arts Education Project Grant provides opportunities for children in the City of Boulder to have unique experiences with practicing artists, access to tools and techniques, or improved instruction in the creative professions. The goal of the grant is to increase the exposure of students to unique and memorable experiences that may shape their future in cultural participation and creative careers.

Total Funds: \$30,000

Awards: Approximately 10 awards at \$3,000 each

Details: The award amount of \$3,000 is a maximum funding guideline. Smaller requests will be accepted.

Cycle: Annual

DEADLINE TO SUBMIT APPLICATION: Wednesday, April 19 at 11:59 p.m.

TIMELINE

- Wednesday, April 19 at 11:59 p.m. – Deadline for applications
- April 19 to 26 – Review by staff for eligibility and revision by applicants if necessary
- April 26 to May 10 – Preliminary review and score by panel (15 days)
- May 10 to 17 – Score processing by staff
- May 17 – Preliminary scores and comments sent to applicants via email
- May 17 to 24 – Applicants prepare and send written responses to the panel’s questions. The written response should be emailed to Lauren Click at clickl@bouldercolorado.gov by Wednesday, May 24, 2023, at 11:59pm.
- May 24 to 31 – Response processing by staff
- May 31 – Responses sent to panel
- May 31 to June 14 – Final review and score by panel (15 days)
- June 14 to 23 – Processing of final scores
- June 23 – Final scores sent to applicants via email
- June 28, 2023 – Arts Commission meeting. Discussion and final decisions on grants

ELIGIBILITY REQUIREMENTS

- **General eligibility.** Meets all general eligibility requirements.

- **Open to educators, administrators, and presenters.** Classroom teachers and school administrators in public schools, private schools, home school associations, and non-traditional classroom settings, as well as artists / individuals / organizations collaborating with schools on programming are eligible.
- **Service area and programming.** Projects must have a significant component of public programming that takes place within the city limits of Boulder. This programming must meet the criteria described in the Chapter 14-1-2 of the City of Boulder Revised Code. For organizations, the applicant must demonstrate that they are headquartered in the city limits of Boulder. For individuals, the applicant must demonstrate that they reside at a permanent household address in the city limits of Boulder. Applicants may also demonstrate that they are partnered with a Boulder-based artist or organization. Examples of documentation to demonstrate being headquartered or residing in Boulder may include a utility bill, phone bill, pay stub, renter's or mortgage bill, lease, insurance policy, or other official document. P.O. Boxes are not acceptable. The term "city limits of Boulder" is defined in the Boulder Valley Comprehensive Plan. For additional information on the planning area and Comprehensive Plan visit this link. As a shorthand, office staff use addresses with the zip code starting with 803— to determine if it is in the acceptable area.
- **Timing.** Projects must take place after the grant deadline and end before the end of the 2024 spring semester.

REVIEW PROCESS

- **Deliberation.** Applications are reviewed by the Boulder Arts Commission grants panel. Final funding decisions are made at public Boulder Arts Commission meetings. See schedule.
- **Evaluation of applications.** Funding in previous years does not imply continued support. Each application is reviewed anew in the context of current policies and applications. Applicants that have received repeated funding should be aware that the Boulder Arts Commission looks for indication of growth and a fresh approach to their work.
- **Evaluation criteria**
 - Benefit to students (Maximum 8 points)
 - Complementing curriculum (Maximum 8 points)
 - Proposed outcomes and evaluation strategy (Maximum 8 points)
 - Community Priorities (Maximum 8 points)
 - Cultural equity (Maximum 8 points)
 - Encouragement points (Maximum 4 points)
- The complete scoring system and rubric for the Arts Education Project Grant can be found here.

APPEALS PROCESS

Written appeals process. The deadline for a written appeal is 14 days after funding decisions has been made by the Boulder Arts Commission. The appeals process can be found on our website.

GRANT AWARDS

- **Notifications and dispersal of funds.** Staff notifies all applicants if their Application has been successful and begins the process of securing supporting information and issuing payment for successful applicants. Grantees must contact the grant coordinator to arrange for payment. Checks are sent by mail or electronically to bank accounts designated by the applicant.

- **Communications.** All official communications and notifications will be made to the named individual applicant or person designated as the organization contact. It is this person's responsibility to communicate Boulder Arts Commission requirements of the grant award to collaborators or other participants. This includes, but is not limited to, requirements for compliance with grant agreements, identifying Boulder Arts Commission sponsorship on publicity materials, and reporting.
- **Implementation.** Grantees shall implement programs / projects as outlined in the grant application. Any change to the project, venue, Grantee address, schedule, or staff / team members must be reported to culturegrants@bouldercolorado.gov.
- **Award amount.** The Boulder Arts Commission reserves the right to adjust the amount of a grant award offered to an Applicant.
- **PERA impacts.** Retirees affiliated with the Colorado Public Employees Retirement Association (PERA) will be impacted by a withholding requirement enacted by the Colorado State Legislature if awarded an arts grant. Details are available on the PERA website. See "Disclosure of Compensation."
- **Vendor Forms.** Grantees must submit a City of Boulder vendor form and current IRS W-9 form in order to receive the grant award. The W-9 must be in the same name as the Grantee named on the grant application. Individual Grantees must also submit a Determination of Independent Contractor / Employee Status for Payment document and copy of their Driver's License. Applicants will receive the appropriate forms from payments@bouldercolorado.gov. Failure to supply a proper W-9 may invalidate the grant award.
- **IRS taxation.** Grant awards are non-transferable, taxable and are reported to the federal government.
- **Agreement.** When a grant award is made by the Boulder Arts Commission, the successful Applicant will be contacted by staff to sign a Grant Letter of Agreement. In that agreement, the Grantee will indicate the completion date of the project and the date a grant report will be submitted.
- **Issuance of funding checks.** Once the agreement is signed, staff of the Office of Arts and Culture will submit it to City Finance along with the invoice. Funds/checks are delivered within the next three weeks. Grants are initially funded at 80 percent of the grant amount awarded. The remaining 20 percent of the grant awarded is paid out upon receipt and Boulder Arts Commission approval of the grant report. Failure to submit a final grant report will result in ineligibility to apply for future grants.
- **Acknowledgment of Boulder Arts Commission funding.** All publicity for Boulder Arts Commission-funded projects must include the following credit line: *This project is funded (or funded in part) by a grant from the Boulder Arts Commission, an agency of the Boulder City Council.* In lieu of the credit line, the Boulder Arts Commission Logo may be used. The Grantee must sign a release form and submit photographs and/or videos of the project that the Office and Arts and Culture may use on its website, social media, printed materials or for any other publicity purpose.
- **Thanking City Council.** It is suggested that all grant recipients write the Boulder City Council members to thank them for supporting the Boulder Arts Commission and the Office of Arts and Culture. Please let them know how this grant will be used, and the difference it will make to your organization. Please also invite them to attend your events and programs. Visit the City Council website page to find out more about contacting City Council members.

REQUIRED REPORTING

- **Timeframe for reporting.** The grant report is due one month after the project is completed.

- **Method.** Submit the report through the online system access through the boulderarts.org website. Log in with the same user name and password utilized to submit the application. After logging in, go to the 'Dashboard', then you'll see a 'Follow Up' section for the grant. On the far right is the 'Edit' button. That will take you to complete the final report.
- **Extension requests for reporting.** If circumstances delay the Grantee's ability to complete the project and/or the report, the Grantee must notify the Boulder Arts Commission before the original report deadline by submitting an email addressed to the Boulder Arts Commission at culturegrants@bouldercolorado.gov with the following information:
 - o an update on the project status,
 - o a request to change the project completion date, and
 - o new report due date.
- **Responsibility.** The Grantee is responsible for submitting a report by the due date. The Boulder Arts Commission recommends reviewing the online report form well in advance. There is no grace period for the report.
- **Consequence of Delinquent Report.** Unless an extension request is approved by the Boulder Arts Commission in advance of the due date, all individuals or organizations / businesses attached as collaborators on the project will no longer be eligible to apply for Boulder Arts Commission grants until the delinquent report has been received.

Certification*

I certify that I have read the above information and that this project meets the Boulder Arts Commission's eligibility requirements and, if a funding award is made, will continue to comply with the Boulder Arts Commission's requirements and meet with guidelines for high artistic quality, community impact, inclusiveness, funding acknowledgment and reporting.

I certify

Applicant information

Discipline*

Select your discipline. If multi-discipline, please check all that apply.

Visual arts and crafts

Tax status*

Cultural organizations/businesses are eligible. Nonprofit status is not required for this category.

Nonprofit

For individuals: organizational affiliation

Even if an organizational affiliation is stated, awards will be made to the individual whose account is associated with this application. If no organization affiliated, please state 'none'.

Project information

Project title*

BHS Panther Paw Project

Amount requested*

The maximum award amount offered is \$3,000.

\$3,000.00

Project summary*

A brief overview of your project. Include how it will connect with or complement the class curriculum, how many students the project will reach, if the project will benefit underrepresented populations, and the benefits that you expect for the students.

We would like to continue the project we started this year to create a self-sustaining program, the “Panther Paw Project” (PPP), where students in Boulder High School’s (BHS) two Intensive Learning Centers (ILCs) (Autism ILC and Multi ILC) make and sell greeting cards. Many of the students in the ILC have limited exposure to job skills training, may take a longer time and more repetition in order to learn life skills, and struggle to secure paid employment. The PPP will enable the BHS ILC students to learn and practice skills like material organization, money management, packaging items for sale, labeling items, maintaining an accurate inventory, fine motor manipulation, advertising (e.g. BHS Panther TV, hand-made signs), taking orders, and deliveries. Some of the work on this project has already begun but we are hoping to design a curriculum for the 2023/2024 school year that will enable students to pursue creative endeavors meaningful to them while working on math, money, and job readiness skills. We are applying for the Boulder Arts Commission Arts Education Projects Grant to support and expand the Panther Paw Project so that students can continue creating cards and also learn how to make/sell bars of soap and jewelry, as well.

Project calendar*

Projects must take place after the grant deadline and end before the end of the 2024 spring semester.

This project will take place during the Boulder Valley School District 2023- 2024 school year. Dates for students are: Aug 16, 2023 through May 23, 2024

Project location*

Where do your projects take place?

Boulder High School, ILC classrooms

Project completion date*

This is the last day of any public event related to the project. Projects must take place after the grant deadline and end before the end of the 2024 spring semester.

05/22/2024

Date grant report is due*

One month after the project completion date.

06/22/2024

Panel evaluation

Bulleted responses are encouraged in these sections.

Benefit to students*

In what ways will this project directly benefit the students and their growth as cultural participants or in the creative industries? What new skills or experiences will be offered?

Students in the Autism ILC may require a variety of instructional approaches and accommodations, including discrete trial, incidental teaching, use of social stories, and sensory diets. Students in the Multi ILC may have a combination of cognitive, medical or physical, communication, and adaptive behavior needs. All ILC students often require significant modifications to the general curriculum. This can mean that they are unable to participate in general education high school classes related to cultural participation and creative expression. This past year, ILC students who have participated in PPP card-making have increased their abilities to follow the card-making sequence, use novel tools (tape roller), design unique cards, clean and store materials, among many other skills! Staff have observed that students also demonstrate a sense of pride when they offer and sell their cards to people in the building. Expanding the PPP to include jewelry- and soap-making will allow more students- particularly those with more limited attention, regulation, and visual motor skills- to participate in the various steps of the processes required to make and sell these goods. Most ILC students have never had this kind of opportunity before.

Complementing curriculum and offerings*

How does this project enhance, or fill a gap in, the generally available curriculum and offerings? For more information about Curriculum in Colorado visit this website.

Students with significant disabilities are inherently diverse and often present with unique learning profiles and skill sets. Unfortunately, due to the complex needs of students with autism spectrum disorder (ASD) many young adults lack job readiness skills (1). Over the next five years, 500,000 individuals on the autism spectrum in the United States will transition into adulthood and some data suggest that only eighty-five percent of college graduates affected by ASD will find employment (2). Participation in the PPP will not only capture the unique talents of our students, but staff will be able to harness and guide their efforts in ways that develop job readiness skills. Our students are often drawn to various art forms since traditional academic forms of expression elude them. By creating PPP, students are able to use their math and reading skills to promote and share their art. By allowing students to express their abilities in real and meaningful ways, we are able to tap into their passions and their voices while engaging in true-to-life experiences. These

experiences help develop socialization, communication, and sensory modulation skills which in turn can help prepare our students for employment & life after high school.

Proposed outcomes and evaluation strategy*

Describe your evaluation strategy for this project and how you will collect data. How will the benefits to the students be measured?

The final evaluation of the effectiveness of this project will be based on qualitative and quantitative data collected from a variety of sources. Data will be collected and tracked on the following points throughout the 2023-24 school year.

- number of students involved in PPP
- level of support required for given tasks within each activity, per student involved
- number of items made and sold
- financial tracking (cost of supplies, profit from selling goods)
- pre- and post-interviews with both students and staff (qualitative interview)

Benefits to students will be measured by:

Comparison of pre and post...

- work samples and/ or money-management quiz, as appropriate
- student self-report of experience in PPP
- student progress towards Individualized Education Plan (IEP) goals

Community Priorities

The City of Boulder's Community Cultural Plan is a visioning and strategic document that describes how the people of Boulder will align efforts, with the support of the municipal government, to achieve our collective vision:

Together, we will craft Boulder's social, physical, and cultural environment to include creativity as an essential ingredient for the wellbeing, prosperity, and joy of everyone in the community. The Community Priorities are six points that summarize the community's most common responses in answer to the question, "What is your vision for Boulder's culture and creative economy?". Reference: Cultural Plan and Community Priorities.

Community Priorities*

In what way will this project contribute to one or several of the Community Priorities described in the Community Cultural Plan? Does the project contribute to one priority thoroughly? Or, does it address many? What specific benefits to the community are planned? How will success be measured?

Examples of ways to demonstrate impact on the Community Priorities may include descriptions of how your project or organization:

- Supports artists and creative professionals by providing professional development programming.
- Contributes to Boulder's creative identity and creates a vibrant cultural destination through high artistic merit and excellence in the practice of a medium or discipline.
- Engages the community in civic dialogue about the arts through interactive outreach in the neighborhoods.
- Adds creativity in the public realm by engaging underserved populations in art making for their community.

The Panther Paw Project contributes thoroughly to the following Community Priority: Adds creativity in the public realm by engaging underserved populations in art making for their community.

As described above, this project will increase access to creative expression activities for students with disabilities who require high levels of support at Boulder High School. This population is often not able to access general education or community-offered art classes due to the students' challenges in sensory processing, self-regulation, visual attention, fine-motor coordination, sequencing, language-processing, and/or comprehension skills. Structured support for the development of leisure activities and artistic skills is often overlooked for kids with special needs as their behaviors or other areas of need (e.g. self-care) can require a lot of time and attention to address. However, involvement in and mastery of a creative endeavor like making cards, soap, or jewelry can be a regulating and enjoyable leisure activity in addition to increasing students' employable job skills. The BHS ILC program has the existing structure, support, and expertise that is required to increase our students' involvement in and enjoyment of craft projects that tap into their individual creative expressions. The biggest measure of success of the PPP will be the degree of student involvement in all aspects of the project. We hope that by the end of the year, students have taken active roles in most aspects required to run and maintain the PPP. In addition, students will be asked to provide work samples of creative expressions for a pre/post comparison of their artistic expressions following involvement in the PPP.

Cultural equity*

Among the goals of the Boulder Arts Commission is to encourage the equitable, fair, and just distribution of funds in support of the community. This includes providing support to applicants whose organizational leadership or audience represent groups who are typically underrepresented, i.e. culturally diverse groups, organizations focused on age diversity, etc.) Describe how your project does or does not fulfill one or several of these categories. Describe how your project will address affordability, availability, accessibility, accommodation, and acceptability to diverse groups. For reference, please review the Boulder Arts Commission and Americans for the Arts Statements on Cultural Equity.

References:

Boulder Arts Commission Statement on Cultural Equity
Americans for the Arts Statement on Cultural Equity

The PPP will support a typically underrepresented and diverse group of students for whom community and art involvement opportunities are often limited. As this program will take place during the regularly-scheduled school day as part of the curriculum, students in the BHS ILCs will have easy access to participation in the related activities. Students will not incur any costs for involvement in the program as all supplies will be provided by the school or through this grant money. The program will be staffed by ILC teachers, paraeducators, and related service providers (e.g. occupational therapist, speech therapist, BCBA). These professionals will be able to modify, provide additional verbal/ visual/ physical support, and effectively grade activities to meet the "just right challenge" for every student involved. Being awarded this grant money will ensure that the PPP can expand offerings of creative pursuits to meet the interests and skill levels of a wider variety of learners than we are currently targeting with card-making alone. The ILC students increase their sense of belonging within BHS when others buy their handmade cards. And BHS staff and gen ed students are better able to see how capable and talented the ILC students are.

Additional Questions

Encouragement points.

Among the goals of the Boulder Arts Commission is to encourage the equitable, fair, and just distribution of funds in support of the arts community. Panel members use these "extra points" to balance the scoring, emphasizing

applications which tend to score lower in standard categories or historically are underrepresented in grantmaking. Commissioners will be looking for these elements in your responses above.

Examples include:

- First-time applicants and those who have never been awarded a grant.
- Youth applicants who are applying with the help of a mentor of legal age.
- Have the potential to support community and participatory culture and non-professional artmaking.
- Applicants for whom English is not their first language.
- Non-western European art forms or other forms of culture that have typically been disadvantaged by the systems and traditions of grantmaking.
- Elements of the application that the panel member determines will significantly advance stated priorities of the Arts Commission, important issues in the community outside of the arts, or other impacts that are not expressed in the other scoring criteria.

Encouragement Points 1*

Please check this box if any of these are addressed in your application.

Yes

Encouragement Points 2*

Are you a first time applicant or have you not been awarded a grant before from the Commission?

Yes

Attachments

ATTACHMENTS

The following attachments are required. Please title your attachments according to the headings listed below.

Budget summary*

Provide a brief budget summary for this project including all revenue (monetary and in-kind contributions, including this grant) and expenses. Please title the attachment "Budget summary". Permitted file types: xl, xlsx, pdf.

Budget Summary (BHS Panther Paw Project).pdf

Partner/Collaborator List*

Provide a list of each individual / organization that has a significant coordinating role in this project. Please title the attachment, "Collaborator list". Include their name, contact information, and role. Permitted file types: doc, docx, pdf.

Collaborator List (BHS Panther Paw Project).pdf

Venue confirmation letter*

Attach confirmation from the hosting venue that the project is approved and scheduled. Please title the attachment "Venue confirmation letter". Permitted file types: doc, docx, pdf

Venue confirmation letter (BHS Panther Paw Project).pdf

Service area confirmation*

Attach confirmation to demonstrate that you are headquartered Boulder, reside in Boulder, or are partnered with a Boulder-based artist or organization. Examples of documentation to demonstrate being headquartered in Boulder may include a utility bill, phone bill, pay stub, renter's or mortgage bill, lease, insurance policy, or other official document. P.O. Boxes are not acceptable.

Service area confirmation (BHS Panther Paw Project).pdf

Letters of support

Attach any letters of support that will be useful in understanding community involvement and enthusiasm for the project. This is optional. Please title the file, "Letters of support". Permitted file types: doc, docx, pdf

Other support materials

Attach any documents that will help the jury fully understand the project, including videos and other materials that may help the commission evaluate artistic quality. This is optional. Please title the file, "Support materials".

Permitted file types: doc, docx, xl, xlsx, pdf

Support Materials (BHS Panther Paw Project) (1).pdf

Submission and signature

Application on the website (optional)

I certify that, if funding is awarded, my application may be presented on the boulderarts.org website. The Office of Arts and Culture staff will send a copy of the document to the applicant listed for approval in advance of posting on the website.

Yes

Certification*

I certify that all information contained in this application and attachments is true and accurate. All funded activities must provide equal access and equal opportunity in employment and services and may not discriminate on the basis of disability, color, creed or religion.

I certify

Full name*

Kelly Gregg

Submission date*

04/19/2023

TO COMPLETE AND SUBMIT YOUR APPLICATION

All required fields must be filled in with the appropriate information and/or attachments. Click on the "Submit Application" button and an email notification that your application has been received will be sent. If you do not receive a confirmation email, please notify staff immediately. Note that once the application is submitted, it cannot be revised or added to. Please make certain that you have included all information and attachments prior to submitting.

File Attachment Summary

Applicant File Uploads

- Budget Summary (BHS Panther Paw Project).pdf
- Collaborator List (BHS Panther Paw Project).pdf
- Venue confirmation letter (BHS Panther Paw Project).pdf
- Service area confirmation (BHS Panther Paw Project).pdf
- Support Materials (BHS Panther Paw Project) (1).pdf

Partner/Collaborator List
BHS Panther Paw Project

Provide a list of each individual / organization that has a significant coordinating role in this project. Please title the attachment, "Collaborator list". Include their name, contact information, and role.

Name of individual involved in coordinating this project	Role	Contact information
Kelly Gregg	Occupational Therapist for Boulder High School	kelly.gregg@bvsd.org
Michelle Goldstone	Autism ILC Teacher	michelle.goldstone@bvsd.org
Berit Stormo-Flanagan	Multi ILC Teacher	berit.stormo-flanagan@bvsd.org

Venue confirmation letter
BHS Panther Paw Project

Attach confirmation from the hosting venue that the project is approved and scheduled. Please title the attachment "Venue confirmation letter".

This project will be hosted in the Intensive Learning Classrooms (ILC) at Boulder High School. The BHS Panther Paw Project is an extension of the current "Panther Paw Cards" project that the ILC program started this year. The ILC teachers and building administrators have approved this project and understand that it is scheduled to start in the fall semester of the 2023 school year.

Service area confirmation BHS Panther Paw Project

Attach confirmation to demonstrate that you are headquartered Boulder, reside in Boulder, or are partnered with a Boulder-based artist or organization. Examples of documentation to demonstrate being headquartered in Boulder may include a utility bill, phone bill, pay stub, renter's or mortgage bill, lease, insurance policy, or other official document. P.O. Boxes are not acceptable.

The Panther Paw Project will be completed as a component of student programming for those in Boulder High School's ILC program.

Boulder High School
1604 Arapahoe Ave, Boulder, CO 80302
<https://boh.bvsd.org/>

