# Creative Convergence
# Early Action Grant | Fall 2024

**Grant Period:**             March 1, 2025 – February 28, 2026
**Award amount:**          Up to $10,000
**Application Deadline:**   Wednesday, January 29, at 11:59 PM EDT

## About the Creative Convergence Early Action Grant Program

As a result of the Indiana Communities Institute (ICI) and Indiana Arts Commission's (IAC) Creative Convergence workshop, community leaders, organizational representatives and artists/creatives will better understand: (1) how to embed arts and creativity in community, economic planning and problem-solving; (2) how to work collaboratively across sectors; and (3) how to effectively engage their community.

The **Creative Convergence Early Action Grant Program** allows the workshop team to apply lessons learned in the Creative Convergence Workshop to a project that benefits **both** creatives and the community. *How we define "project" is flexible and is shaped by your community and its needs and assets.* Projects contain the following:

- Need or Opportunity
- Community Stakeholders & Engagement
- Arts and Creativity
- Creative Interventions

*(See examples of potential projects on the next page)*

**Your community team lead organization is the applicant of record and funding recipient**. Your Creative Convergence team members form the nexus of project management – everything from identifying need to community engagement to planning and executing project activities to evaluation and reporting. **Creatives need to benefit from the project in some direct way (e.g., compensated for their services)** - possibilities include as a project implementation team member or the project itself benefits creatives (e.g., pop-up artist market).

## Creative Convergence Early Action Grant Program Timeline

| Timeline | Dates |
|---|---|
| Creative Convergence Workshop | Thursday, November 21- Friday, November 22, 2024 |
| Webinar - Project Development | Wednesday, December 4, 2024, at 1:00 PM EDT |
| Coaching Calls (Scheduled directly with Indiana Communities Institute) | December 9-20, 2024 (exact time TBD with your team) |
| **Proposals Due** | **Wednesday, January 29, 2025, at 11:59 PM EDT** |
| Proposal Review | January 30 – February 13, 2025 |
| Award Notification *Application may be funded as is or a modification/clarification may be required* | Friday, February 14, 2025 |
| **Grant Period** | **March 1, 2025 – February 28, 2026** |
| First Payment | It can take up to 90 days to receive the first payment after completing all paperwork and signing the contract. |
| Grantee Cohort Coaching (Virtual) | Tuesday, May 6, 2025, 1:00 pm EDT |
| Grantee Cohort Coaching (Virtual) | Tuesday, September 16, 2025, 1:00 pm EDT |
| Grant Cohort Coaching (Virtual) | Tuesday, February 10, 2026, 1:00 pm EDT |
| **Final Grant Report Due** | **Monday, March 16, 2026, at 11:59 PM EDT** |

## Examples of the kinds of projects this grant could support:

- **Addressing a lack of opportunity to experience visual arts** (the need or opportunity) by working with local school-age students, teachers, and artists (the community stakeholders and community engagement) to repurpose Little Free Libraries as little free art galleries (arts and creativity), installing a permanent public art exhibit case downtown, and offering creative programming in the community to cultivate and deepen interest in the arts (creative interventions).
- **Addressing a lack of space to host community art and music events** (the need or opportunity) by working directly with artists, arts groups, local government, community organizations, and community members (the stakeholders and community engagement) to

gain insight into the need; bringing in local artists and arts groups (arts and creativity) to work with the community to identify a suitable space or spaces that meet the need; adapting the space to creative and community uses; initiating interdisciplinary programming; and, developing a partnered management plan to ensure the space's future operations (creative interventions).

- **Addressing unsafe school crosswalks** (the need or opportunity) by working directly with the local school and nearby neighborhood school students (the community stakeholders and community engagement) to gain insight into the need; bringing in the local artists (arts and creativity) to work with the students to develop creative asphalt crosswalks to remind drivers to slow down in the school zone (creative interventions).

- **Addressing an underutilized downtown building** (the need or opportunity) by working directly with artists, arts groups, adjacent businesses, local government, and community members (the stakeholders and community engagement) to gain insight into the need and potential for economic development; bringing in local artists and arts groups (arts and creativity) to co-create, with the downtown business community and community members, creative enhancements and programming for the building that meets the need; and, developing incentives and policies that both encourage the building's further development and positively impact other underutilized spaces in the community (creative interventions).

## Application Checklist for the Early Action Grant Program

1. **Identify who will be responsible for accessing the IAC's online grant portal** to submit the proposal, Next Steps Form, and final grant report.
2. **Identify who will be responsible for signing the grant contract** and receiving, managing, and dispersing funds for the project. (Must be the community team lead organization unless an alternative is approved by IAC staff).
3. **Develop the Project Proposal Components.** Having an understanding of the project proposal components in advance will help you answer application questions. The application is located in the IAC's online grant management system.

    **Project Proposal Components**
    1. The community need or opportunity your team wants to address.
    2. The change you hope to make as a result of your project and who will benefit.
    3. Describe your project team including their name, email, affiliation, and why you selected them.
    4. Beyond your team, which people or groups will you work with to better understand the need or opportunity?
        a. Why did you select these particular people or groups?
        b. What role will these particular people or groups have in your project?

5. What are the ways you plan to engage your community throughout the project?
6. What's your project budget (income, expenses, and in-kind, if applicable)?  Be sure to include the grant request in the income section.
7. How will you evaluate how well your project addressed the need or opportunity?

4.  **Review Program Eligible Expenditures and [Requirements of Grantees](#)**

## How to Apply for the Early Action Grant Program

1. Log in to the [IAC's online grant portal](#) complete the project proposal application, and submit when finished.
    a. IAC staff will review your project proposal and may be in touch to request revisions.
    b. IAC will notify you when your project is approved for funding.
2. Log in to the IAC's online grant portal to accept the award.
3. Sign your grant contract electronically via DocuSign.
4. Start your project!

## Program Requirements

**To receive IAC funding, Early Action Grant Recipients must comply with the**

**following requirements** *(more detail about these requirements can be found [here](#)).*

- Publicly acknowledge IAC funding in written, verbal, or visual formats.
- Comply with state and federal contracting requirements, ADA compliance, public manifestation, fair labor, drug-free workplace, and civil rights requirements.
- Final report requirements (Due at the end of the project):
    o What occurred and the outcomes as a result of the funding (narrative/multiple choice)
    o Grant funding primary impact and future project plans (multiple choice)
    o A participant quote that captures the project experience
    o Address(es) where the activity(ies) occurred
    o Number of participants who are adults, children, artists, and broadcast/online participants (as applicable)
    o Participants by age and distinct groups
    o Photo and/or video documentation of the project
    o Feedback on the training program for your project design and implementation
    o Actual cash income, actual cash expenses, and in-kind contributions.  **A detail of expenditures and additional funds leveraged will be required.**

### Payment Schedule

Funds will be disbursed in one payment at the beginning of the grant period. Please note, it may take up to 90 days to receive grant payments after the contract is signed and received.

## Eligible Uses of IAC Funds

Creative Convergence grants support eligible project expenses which can include artist fees, production costs, program supplies, facility rental, technology, marketing, or equipment.

## Funding Restrictions

There are some restrictions on how IAC funds may be used.  IAC funds **cannot** be used for the following purposes:

**Operations:**

- To reduce or eliminate existing deficits, or to pay down interest expenses on debts or loans.
- Cash reserves and endowments.
- Public or private reception expenses (e.g., food, beverage).
- Alcoholic beverages.
- Purchase of vehicles of any kind.
- Construction or purchase of facilities or land
- Costs related to filing for 501(c)(3) tax-exempt status with the Internal Revenue Service.
- Fundraising efforts (e.g., benefits, United Fund drives, gift solicitations, etc.)
- Purchase and/or use of gift cards and gift certificates.
- Gifts and prizes, including cash prizes as well as other items (e.g., electronic devices, gift certificates) with monetary value.
- Contributions and donations to other entities.
- Lobbying, including activities intended to influence the outcome of elections or influence government officials regarding pending legislation, either directly or through specific lobbying appeals to the public.
- Voter registration drives and related activities.
- Rental costs for home office workspace owned by individuals or entities affiliated with the applicant organization.
- Costs of goods for resale such as the sale of concessions, promotional merchandise, food and/or beverages, T-shirts or other clothing, artwork, or other items for resale. This includes items sold via online or virtual sales/shops and at art markets.
- Costs to bring a project into compliance with federal award requirements
- Costs incurred before the beginning or after the completion of the official period of performance.
- The cash match required to apply to another IAC grant program.

**Programming:**

- Projects or programs to be delivered outside the State of Indiana.
- Travel costs (e.g., mileage or airfare) outside of the United States.
- Compensation to foreign nationals.
- Visa costs paid to the U.S. Government.
- Indirect costs or underwriting for ongoing residencies or curricular programs in degree-granting colleges and universities.
- Scholarship assistance for academic credit.

- Staff salaries or operational overhead of public or private schools, colleges, universities, or government agencies.
- Projects whose primary purpose is to present political or religious ideas, or those that will enhance the property of religious or political institutions.
- For subgranting or re-granting to individuals or other organizations.

IAC funds **may** be used for the following context-specific purposes.  Consult the Program Manager to discuss:

- Costs related to business entity filing.
- Project-specific hospitality supplies.
- Staffing, technology, or facilities costs related to retail activities.

## Contacts

### Application, Eligibility, and Guidelines Questions?
Contact Lydia Campbell-Maher, lcampbellmaher@iac.in.gov or 317-618-1522

### Technical Assistance with the Online Grant System?
Austin Hendricks, auhendricks@iac.in.gov or 317-450-6717

### Need Accessibility Accommodations?
Contact Stephanie Haines, shaines@iac.in.gov or 317-450-9973

## Ready to apply?

Only applications submitted online will be accepted, except in the case of ADA accessibility accommodations.

## To access the application in the online system, visit https://www.grantinterface.com/Home/Logon?urlkey=indianaarts and navigate to the applicant dashboard.