

Programming Grants Supporting Community Engagement College of Fine Arts (CFA)

Purpose: Grants to support activities that engage the community. The activities funded by these grants should be designed to 1) promote community-wide conversations that engage the College of Fine Arts, TCU, DFW, and/or broader audiences, 2) engage with TCU's mission to educate ethical leaders and responsible citizens in the global community, and 3) demonstrate the relevancy of the arts in today's society.

Eligibility: Full-time CFA faculty and staff, as well as students working with a CFA faculty sponsor.

Award: In most cases, funding up to \$1500 to support individual activities/events. Applications seeking funding beyond \$1000 must be either interdisciplinary within the college or university or have a demonstrated reach beyond the unit. Proposals must be submitted at least six weeks prior to the event date. Funding cannot be guaranteed for every submission, particularly submissions that are put forward toward the end of the fiscal year. Applicants can appeal to the Programming Committee for an exception to the deadline and total funded amount.

Applications must include:

- College of Fine Arts Programming Grants Cover Sheet
- Programming proposal (no more than 3 double-spaced pages) that explains:
 - The nature of the event/activity and how it engages the programming grant parameters
 - The target audience(s) for the event/activity, who will be involved, and how many people will potentially be served
 - How the event/activity will serve CFA students, faculty, staff, and/or the broader TCU or Fort Worth communities
 - How the event/activity will be marketed
 - Any university or community partners for the event and the nature of the relationship and/or support (if applicable)
- Budget and Budget Narrative that
 - specifies the total amount of funding sought
 - shows how the funding from the programming grant will be allocated to cover specific expenses
 - includes any additional funding, obtained or sought, and how those funds will be allocated
 - For example:
 - Total budget: \$1000
 - Funding sought from programming committee: \$750
 - \$500 travel expenses (economy class ticket for the anticipated dates as found on Kayak)
 - \$250 two-night lodging (at X hotel)
 - Funding provided by department: \$250
 - \$250 guest artist honorarium

Application Process: Applications must be compiled as a single pdf and emailed to the Dean's Office (t.rohrer@tcu.edu). To align with the CFA Programming Committee's monthly meeting schedule, proposals for activities/events during the current fiscal year submitted by the first Monday of September, October, November, February and March will be reviewed at those monthly meetings. Proposals for events/activities planned for the following fiscal year can be submitted by the first Monday of April for review at the April meeting.

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Requirements:

- Funds from this grant are not retroactive and all travel arrangements should only be made after final approval
- All supported events/activities should indicate, in any publicly released materials, the support of the College of Fine Arts Programming Grants Supporting Community Engagement
- The Programming Grants Post-Event Follow-Up Form must be submitted to the Dean's Office within 30 days of the conclusion of the project.
- All expenses and reimbursement forms for awards must be submitted within 30 days of the conclusion of the event/activity and no later than the third Monday in May so that they may be processed before the close of the fiscal year at the end of May.
- Any changes to the approved budget or scope of the event/activity must be reviewed by the Associate Dean for Research and Faculty development and approved.

College of Fine Arts Programming Grants Supporting Community Engagement support initiatives in the arts and offer the opportunity to meet a number of CFA strategic goals, including:

- Increasing the visiting artist/scholar program and encouraging pedagogical/professional interactions with students
- Promoting public presentations of artistic expression as demonstration of academic rigor and professionalism
- Advancing faculty and student interdisciplinary research and creative activities
- Preparing and support students, staff, and faculty to utilize public programs as platforms for public engagement