



# ARTS LEARNING COMMUNITY ADA Inclusion

What does it mean to include people with disabilities in your organization and programming? While arts organizations have developed better accommodations over the past five years, they still face obstacles to making improvements and questions about the what/why/how of getting things done. To better support efforts already underway, the City of Raleigh Arts Commission and the United Arts Council of Raleigh and Wake County have collaborated to launch a new capacity building program for a yearlong arts learning community around the topic of ADA inclusion. Seven arts organizations will be selected to participate in this pilot project.

The Arts Learning Community kicks-off in August with the Leadership Exchange in Arts and Disability Conference hosted by the John F. Kennedy Center in Washington, DC. Learning community participants will receive scholarships of up to \$1,100 to cover conference costs and afterwards will:

- meet every other month in facilitated sessions to share lessons learned and to discuss issues and achievements in their accessibility work.
- advise the Raleigh Arts Commission and the United Arts Council on the development of an additional workshop or other training for arts organizations this year.
- share what they have learned through a group presentation to the arts community at large.

## ABOUT THE LEADERSHIP EXCHANGE IN ARTS AND DISABILITY (LEAD) CONFERENCE

**Dates: August 5-7, 2015**

Running three days (two additional days of preconference sessions optional), this national conference is a concentrated, immersive educational experience in making cultural environments and programming accessible. With over 300 attendees, LEAD features dozens of seminars on topics such as physical and programmatic access; universal and socially sustainable design; cultivating institutional buy-in; legal issues; marketing strategies; and planning and advocacy. Attendees exchange ideas, learn about best practices, and participate in discussions with leaders in the field. Other conference highlights include accessible performances and technology demonstrations. For more information, visit <http://www.kennedy-center.org/accessibility/>.

## ELIGIBILITY

To participate in this program, applicants must *be located within Wake County and be a nonprofit exempt from federal and state income tax* as either (1) a charitable organization with 501(c)(3) designation by the Internal Revenue Service with established arts programming or (2) a unit of municipal government.

## APPLICATION PROCESS

### Deadline

Applications must be **received** no later than **Friday, April 24, 2015 at 4:00 pm.**

#### Mail to:

Office of Raleigh Arts  
City of Raleigh  
PO Box 590  
Raleigh, NC 27602

#### OR

#### Deliver by Hand:

Office of Raleigh Arts  
127 West Hargett Street  
Raleigh, NC 27601

## How to Apply

Eligible organizations must submit the following:

- Completed Arts Learning Community Application Form
- Narrative (two page maximum) indicating:
  - 1) Brief description of organization's current accessibility accommodations and/or programming
  - 2) Proposed individual's name/job title/description of current work duties and experience
  - 3) Criteria used to select this individual
  - 4) Summarize anticipated benefits of participation for proposed individual and organization as a whole
- One-page LEAD conference budget detailing:
  - 1) All anticipated expenses (excluding food, beverages, or other incidental expenses)
  - 2) All sources of revenue, including this request and any additional funds needed to cover expenses beyond the requested amount

## Evaluation Criteria

Applications that are complete and received by the deadline will be evaluated on the following criteria:

- Track record/commitment of applicant organization to making programming accessible for people with disabilities
- Appropriateness of participation by proposed individual in terms of professional responsibilities and prior ADA experience
- Potential impact of the learning community experience on proposed individual and organization going forward as they continue working to improve accessibility in arts programming and accommodations for people with disabilities
- For previous grant recipients, quality of past grant compliance

## NOTIFICATION

Notification of acceptance into the Arts Learning Community for ADA Inclusion will be made by email on **Friday, May 22**. Participants will receive a letter of agreement, forms and other documents via postal service mail the following week.

## LEAD CONFERENCE SCHOLARSHIPS

Learning community members may request support for conference registration/fees, travel and accommodations for up to a maximum of \$1,100. *Funding may not be used for food, beverages or other incidental expenses.* If requests exceed funds allocated, applicants may be contacted with an option of partial support. Payment of scholarship funds will be made in full upon receipt of proof of conference registration and the completed letter of agreement from the recipient organization. After the conference, recipients must submit proof of expenses paid that match or exceed the amount of funding received.

## QUESTIONS?

### Sarah Corrin

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City of Raleigh Arts Commission  
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919-996-4686

### Ragen Carlile

VP for Education & Community Programs  
United Arts Council of Raleigh & Wake  
County  
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919-839-1498 x209



# ARTS LEARNING COMMUNITY APPLICATION FORM

**DEADLINE: Friday, April 24, 2015, 4:00 pm**

Mailing: Office of Raleigh Arts  
City of Raleigh  
PO Box 590  
Raleigh NC 27602

Hand Delivery: Office of Raleigh Arts  
127 West Hargett Street  
Suite 408  
Raleigh NC 27601

**APPLICANT INFORMATION**

Applicant Organization Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone \_\_\_\_\_ TTY \_\_\_\_\_

Website \_\_\_\_\_

Year Organization Incorporated \_\_\_\_\_

Federal Tax ID# (EIN) \_\_\_\_\_

Contact Person Name \_\_\_\_\_

Contact Person Title \_\_\_\_\_

Telephone (office) \_\_\_\_\_ Telephone (cell) \_\_\_\_\_

E-mail Address \_\_\_\_\_

**CONFERENCE SCHOLARSHIP REQUEST**

Scholarship Amount Requested \$ \_\_\_\_\_

**PARTICIPANT/COMMUNITY MEMBER INFORMATION**

Name \_\_\_\_\_

Title \_\_\_\_\_

Telephone (office) \_\_\_\_\_ Telephone (cell) \_\_\_\_\_

E-mail Address \_\_\_\_\_

