NDCA Professional Development Grant Narrative Template

Organizations Only

Mission Statement

Provide the applicant’s board-approved official mission statement. Do not include additional information such as vision or values statements.

Organization History

Provide a brief history of the organization. Summarize why and how the group formed and what it does.

Give a brief description of the group’s structure.

What kinds of events or programming has the organization provided? Briefly describe activities over the past few years.

Organizations and Individuals:

Review Criteria—Arts Activity

1. Describe the activity to be supported by the grant.
2. If the proposed activity is an event, include the full nameof the event, the hostof the event, location, date(s), and who will be participating in the activity. Provide details about the event and how the applicant(s) will participate.
3. If the proposed activity is to hire a professional consultant, advisor, or teaching artist, include the name of the professional, dates of the activity, and who will be participating in the activity. Provide details about why the professional has been chosen and what they will be providing as a professional development learning opportunity.

Review Criteria—Benefit

Describe the benefits of participating in the proposed activity. What knowledge and skills will the applicant acquire and develop?

Review Criteria—Impact

1. Explain why the proposed activity is important at this time. Discuss how it will impact the organization or impact the individual’s career in the arts or in arts education.
2. How will the applicant implement the knowledge and skills acquired?

Project Outcome 1

Project Outcome 2