

## Arts & The Military Mini Grants 2023 Call for Proposals

### Background:

The Arts & The Military Initiative is deeply rooted in New Mexico Arts' mission to ensure the arts are central to the lives of New Mexicans. New Mexico has 141,558 veterans residing in the state with military retirees in all 33 counties. 8.8% of the adults in the state are veterans, a higher percentage than neighboring states and the 12th largest veteran-to-adult population in the United States. 21 New Mexico counties have a veteran population where half are over age 65. New Mexico is also home to 11,458 veterans who are between the ages of 18 and 34. 31,371 are age 35 to 54.

### New Mexico Arts and The Military Program Goals

1. Create more opportunities for military and veteran audiences – including active-duty service members, reservists, National Guard members, veterans, their families and caregivers, and others – to meaningfully engage with the arts.
2. Build capacity among New Mexico organizations to offer arts programs for military-connected participants.

### Applicant Eligibility:

Organizations must be New Mexico domiciled or registered as foreign entities authorized to do business in the State of New Mexico, providing services in New Mexico, and including Internal Revenue Code Section 501 (c) (3) tax exempt, New Mexico nonprofit organizations, units of government, schools, colleges, universities, and Indian tribal government entities. Organizations receiving New Mexico Arts funding in other grant programs can also apply for this New Mexico Arts and the Military Grant opportunity.

### Amount:

**Applicants can request \$2,000.** No matching funds are required but organization may commit additional funds to the activity. Selected proposals will receive the full amount requested.

### Timeline:

- Deadline to apply: **5pm (MST) January 13, 2023**
- Notification: January 23, 2023
- Project Activities should occur between March 2023 and completed by June 30, 2023.
- Final Report and Invoice submitted to New Mexico Arts by July 7, 2023.

## **Type of Activity Supported:**

Military and veteran audiences – including active-duty service members, reservists, National Guard members, veterans, their families and caregivers, and others) living in New Mexico, or training to build organizational capacity to offer arts programs for military -connected participants, which are to be integrated into nonprofit arts programming in the State of New Mexico. Projects can be new or ongoing but cannot end before the submission of an application. Examples of projects include:

### **Learning-Based Arts Projects**

- Classes and workshops (frequency and duration may vary; focus should be on sequential hands-on learning)
- Online/virtual learning-based arts programs

### **Audience-Based Arts Projects**

- Performances
- Exhibitions
- Festivals
- Online/virtual audience-based arts programs

### **Capacity Building Projects**

- Projects that increase an organization's capacity to provide arts experiences and programming to military-connected audiences, including but not limited to:
  - Professional development opportunities
  - Contracted consultant services
  - Research, development, and program evaluation expenses

### **What Expenses Are Allowable?**

Funding from New Mexico Arts and the Military Grants can be used toward the following expenses:

- Artistic, administrative, and technical fees
- Consultant and facilitator fees
- Consumable supplies
- Marketing expenses
- Rental fees
- Artist travel fees

### **New Mexico Arts cannot fund:**

- Any events or activities already listed as part of another organization's application
- Projects or organizations (including fiscal agents) outside of the State of New Mexico
- Investment or contingency funding (i.e., accounts earning interest)
- Direct aid to individuals, including fellowships, scholarships, cash prizes, or awards
- Projects that have already occurred
- Projects in which school, college, or university course credit is the primary purpose
- Projects whose main purpose is recreational
- Cost of parties, receptions, fund-raising events, and other social functions
- Grant writing, solicitation of gifts/services, and donor appreciation programs

- Any food except when food is part of a per diem
- Deficit reduction
- Negotiated indirect costs
- Projects in which commissions/ acquisitions of permanent works of visual art are the primary purpose
- Permanent acquisitions (i.e., buildings or land)
- Capital Improvements, new construction, renovation, or conservation
- Capital supplies & equipment such as copy machines, musical instruments, electronic equipment, computers, etc.
- Requests that fund other divisions, foundations, or employees and contractors of the Department of Cultural Affairs or members of the New Mexico Arts Commission

## Proposal requirements and submission:

Email submissions to Kevin Lenkner at [kevin.lenkner@dca.nm.gov](mailto:kevin.lenkner@dca.nm.gov) by 5 p.m. (MST), **January 13, 2023**.

1. Completed NM W-9 form. Available [here](#): See example: [New Mexico Arts W9 Example](#)
2. In a single PDF document, provide a clear and concise overview of your proposed project (maximum 2 pages). Please utilize guiding questions below to shape your response:
  - Describe your project goal(s).
  - Who will be your primary audience?
  - Does the project create new or additional opportunities for military audiences to meaningfully engage with the arts or does the project build capacity for your organization to offer arts programs in the future for military audiences?
  - How does this project meet the needs of the community?
  - Where will the project take place? Why did you select this location?
  - What is the timeline of planned activities?
  - List key project artists or staff with their relevant experience and roles in relation to the proposed project. List any community partners? What are their roles?
  - Provide a budget showing planned use of NM Arts funds and any other funding that will be used to complete the activities.
  - Describe your evaluation plan and specific methods/tools to be used. How will you measure progress toward the project goals.

## Selection Criteria:

Proposals will be selected by New Mexico Arts based on the following criteria (25% each):

1. Does the project create new or additional opportunities for military audiences to meaningfully engage with the arts.  
*Or*  
Does the project build capacity for your organization to offer arts programs in the future for military audiences.
2. Feasibility of activity or service within the timeline and organizational capacity.
3. Appropriateness of budget.
4. Plan for evaluation that addresses specific measures of success and how they are documented.

The number of proposals selected will be limited by the funds available. A short final report and invoice will be submitted to New Mexico Arts by July 7, 2023.

### **Resources:**

- Creative Forces: NEA Military Healing Arts Network:  
<https://www.arts.gov/initiatives/creative-forces>
- The National Initiative For Arts & Health Across The Military:  
<https://www.americansforthearts.org/by-program/reports-and-data/legislation-policy/the-national-initiative-for-arts-health-across-the-military>
- Mid-America Arts Alliance - Creative Forces Related Resources:  
<https://www.maaa.org/creative-forces-related-resources/>

### **Non-discrimination:**

New Mexico Arts complies with all local, state, and federal laws and regulations concerning civil and human rights and must assure that programs, grants, and employment practices are free of any discrimination based on race, color, national origin, disability, sex, or age.

### **Accessibility:**

For accessibility questions, request for accommodation, or to receive an alternate format of this call for proposals please contact New Mexico Arts & The Military Coordinator, Kevin Lenkner.

### **Contact:**

Kevin Lenkner  
Program Coordinator, New Mexico Arts & The Military  
New Mexico Arts | Department of Cultural Affairs  
[Kevin.Lenkner@dca.nm.gov](mailto:Kevin.Lenkner@dca.nm.gov)  
505-412-5791 (voice only)  
800-659-8331 (TTY Relay)