

Application Ranking Guide – Artists in Schools: Exposure

This document is intended to act as a guide to assist applicants in composing successful applications to the **Artists in Schools: Exposure** grant program.

A peer panel reviews all applications and work samples in a multi-step process that involves assigning numerical ranks to each application. The 6-point ranking system below is utilized and panelists' ranks are averaged to obtain the final score.

For each of the following rankings, the description refers to the contents of the application submitted, including work samples and attachments.

6	Exemplary	Meets all of the review criteria to the highest degree possible
5	Strong	Meets all of the review criteria in a significant manner
4	Good	Meets the majority of the review criteria; however, areas of the application need improvement, development or clarification
3	Marginal	Does not meet the majority of the review criteria in a significant manner
2	Weak	Significant inadequacies in addressing review criteria
1	Ineligible	Inappropriate for CAC support: incomplete applications, applications with significant ineligible expenses, and proposals that do not meet program requirements

Below, the qualities of exemplary applications (Ranked 6) in the **Artists in Schools: Exposure** program are outlined, and the areas of the application in which those criteria will be assessed are identified.

Review Criteria #1: Project Design and Implementation: Project design indicates realistic timeline, appropriate budget, clear artistic and community-based objectives and achievable outcomes. Design articulates methods to evaluate and measure success, collect and analyze data, and document activities. Design demonstrates depth of participant involvement and clear plans for community outreach and marketing.

Qualities of Exemplary Applications:

- Project activities, budget and timeline are clearly articulated and support the realization of specific project outcomes.
- Resources, including time and funds, are effectively allocated.
- The relationship between the performance /exhibition context and companion classroom materials and activities is thoughtful, detailed, and relevant.

Areas of Assessment:

- Project narrative
 - Project budget
 - Access and inclusion narrative
 - Sample classroom materials
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Review Criteria #2: *Artistic Merit:* Artists involved in the project demonstrate skills, expertise, and experiences that are central to the outcomes of the project design. California artists are engaged at every stage of project design and execution.

Qualities of Exemplary Applications:

- Artistic experiences for students are of the highest professional caliber.
- Artistic experiences are relevant to the students and responsive to the cultures represented in the school communities.
- Artists are meaningfully involved in the creation and dissemination of classroom support materials and experiences.

Areas of Assessment:

- Artist biographies
 - Work samples
 - Project narrative
 - Sample classroom materials
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Review Criteria #3: *Community Impact:* Project demonstrates reach and/or depth of engagement in an identified community. Project responds to a need or set of priorities identified with the community to be served. Project execution and evaluation involve significant community participation in accordance with the identified project outcomes.

Qualities of Exemplary Applications:

- The needs and contexts of the particular student population(s) being served guide the development of outcomes and activities. Curriculum is responsive to the cultures represented by the student communities.
- Application outlines a thoughtful and plausible plan for ensuring equitable access to all students, including addressing potential transportation barriers.
- Applicant demonstrates history of commitment to school outreach and curriculum development.
- Program design uses evaluation data to improve the program continuously.

Areas of Assessment:

- Project narrative

- Equity narrative
 - Organizational mission and history
 - Sample classroom materials
 - Letter(s) of support
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Review Criteria #4: *Management and Leadership:* Ability of applicant organization to implement proposed project is clearly demonstrated by qualifications of project's team, viability of project budget, and overall fiscal and managerial health of applicant and partnering organizations.

Qualities of Exemplary Applications:

- Organizational leadership has significant experience in arts education.
- Organizational mission aligns with arts education program goals.
- Staff and board membership are diverse and representative of the program constituents.
- Organization demonstrates strong fiscal health overall.
- Project budget is thoroughly and realistically developed, and is fully aligned with activities stated in narrative.
- Application, including project narrative and budget, are complete and free from error.

Areas of Assessment:

- Staff and board biographies
- Organizational history and mission
- DataArts funder report
- Project Budget
- Completeness and accuracy of application overall