

# ONEIDA NATION ARTS PROGRAM

## Dollars for Art Program (DAP)

### Community Group Application

Applications must be received or postmarked on the fourth Friday of July, 7/25/2025, for activities occurring October 1<sup>st</sup>, 2025 through September 30<sup>th</sup>, 2026. Applicants **must** pre-register in Jotform OR email Arts Coordinator Sadie details of their prospective DAP project before applying.

#### Applicant Information

|   |                   |           |
|---|-------------------|-----------|
| Name of Organization:   | Contact Person:   |           |
| Address:  |                   |           |
| City:   | State:            | Zip Code: |
| Phone (include area code):  | Email:            |           |
| Organization Taxpayer ID Number (used to verify vendor account if awarded funds): |                   |           |
| Art Discipline(s):  |                   |           |
| Project Title:  |                   |           |
| Project Start Date:   | Project End Date: |           |
| ONAP Grant Request Amount:<br>(Can apply for up to \$3000.00)<br>\$ _____         |                   |           |

# Community Group Application Questions

1. Have you been awarded a DAP grant in the past? If so, briefly explain when you received funding and what kind of project you worked on.
  
2. All DAP projects must provide evidence of a direct benefit to an Oneida community in the state of Wisconsin. Briefly describe the public component of your project and how the Oneida community will be impacted.
  
3. Describe your plan to market your project to the general public. Include details on how you plan to credit Oneida Nation Arts Program, Wisconsin Arts Board and the National Endowment for the Arts.
  
4. How many community members do you anticipate reaching through your project?
  
5. How many Native American artists will be contributing to your project?
  
6. What is your organization's mission?
  
7. Are you any of the following?: (check all that apply)  
    Program within the Oneida Nation of Wisconsin  
    IRS 501 c(3); year incorporated \_\_\_\_\_  
    Using a fiscal sponsor  
        Name of fiscal sponsor: \_\_\_\_\_  
        Taxpayer ID Number of fiscal sponsor: \_\_\_\_\_

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Authorizing Signature

Date mm/dd/yyyy

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Signature of Fiscal Sponsor (if using)

Date mm/dd/yyyy

Email completed application to [swilson1@oneidanation.org](mailto:swilson1@oneidanation.org) with subject line: DAP App Re: Your Name

# Community Group Application Details & Guidelines

*Please read carefully and provide the following information in your application. All material must be submitted together in one submission.*

## Required Additional Material

### I. NARRATIVE – Up to two typed pages

#### 1. Provide a brief description of the proposed project including:

- a) Describe what your project entails – include where you will work on your project, who is involved and the role(s) of those involved.
- b) Who is your target audience and how will you reach them?
- c) What are your goals for this project; what do you hope to accomplish?
- d) Briefly explain the budget summary and project expenses.

#### 2. How will this project benefit the Oneida community? (Why is this project necessary?)

#### 3. Address the following questions only if you've previously received a DAP grant.

- a) How does the current project you are proposing expand your learning from previous years?
- b) What will you do differently with your proposed project versus your past DAP grant project(s)?

### II. BUDGET SUMMARY PAGE

You must include a project budget summary. All grant funds received are to be used to finance your project. Awards will be distributed in two payments. If awarded, you will receive 75% of your award in October 2025 and the remaining 25% will be dispersed to you 3-4 weeks after you submit your final grant report. There is an example budget on page 7. If you are awarded less than the amount you applied for, you can complete a 'DAP Project Extension/Revision Request' to revise your budget.

### III. ADDITIONAL SUPPORTING MATERIALS (Optional)

1. A maximum of five additional supporting materials will be accepted. Examples of supporting materials include: an artist bio, an artist resume, letters of support, etc.)
2. DAP grant applicants are encouraged to attend the grant panel review and present a maximum of a five-minute oral presentation about the project to the panel.

## **I. NARRATIVE**

Use the next two pages to type your narrative. Your narrative should not exceed two pages. If you would prefer to type your narrative in an external document – feel free to do so.

## **I. NARRATIVE**

## II. BUDGET

Use this page to create an itemized list of your anticipated expenses. Make sure to account for every dollar applied for. List supplies you will use for your project, the cost of a class/lessons from an instructor. If you would prefer to type your narrative in an external document – feel free to do so. Use the sample budget on the next page for reference.

[illegible]

Community Group: **SAMPLE** of DAP Project Itemized Budget

| Item  | Expense            |
|---|--------------------|
| <b>Marketing</b><br>(Specify type - Advertising, printing & mailing brochures, flyers and posters, etc.)                                  | \$850.00           |
| <b>Space Rental</b><br>(Specify type - Rental of gallery space, theatre hall, rehearsal space, etc.)                                      | \$850.00           |
| <b>Supplies &amp; Materials</b><br>(Specify type – Paint brushes, SD cards for camera, flash drives, canvases, clay, beads, quills, etc.) | \$500.00           |
| <b>Travel</b><br>(Specify type - Mileage, Uber/taxis, toll charges, rental car, etc.)   | \$250.00           |
| <b>Operating Expenses</b><br>(Specify type - Postage, equipment rentals, insurance fees, shipping costs)                                  | \$550.00           |
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| <b>TOTAL:</b><br>(Should total amount applied for. Cannot exceed \$3000.00)   | <b>\$ 3,000.00</b> |

## DAP FY25-26 Application Calendar

|  |   |
|--|---|
| <b>May 2025 – July 18<sup>th</sup>, 2025</b>   | Notify ONAP of intent to apply. Notification should be in the form of an email ( <a href="mailto:swilson1@oneidanation.org">swilson1@oneidanation.org</a> ) or by completing the pre-registration Jotform. If emailing Sadie, include a brief description of your intended DAP project. |
| <b>Friday, July 25<sup>th</sup>, 2025</b>      | <b>Application Deadline</b>   |
| <b>August 2025</b><br><i>Exact date TDB</i>    | Peer panel convenes to review & score applications.   |
| <b>September 9<sup>th</sup>, 2025</b>          | ONAB meets to make grant determinations   |
| <b>Week of September 15<sup>th</sup>, 2025</b> | Applicants are notified of grant acceptance or rejection.   |
| <b>After October 1<sup>st</sup>, 2025</b>      | Upon receipt of signed grant agreement, payment of 1 <sup>st</sup> portion of award will be issued.   |
| <b>Friday, July 31<sup>st</sup>, 2026</b>      | Final grant report deadline if applying for FY27 DAP grant. If grantee does not plan on applying for FY27 DAP grant, their deadline for the final grant report is 9/30/26.  |
| <b>September 30<sup>th</sup>, 2026</b>         | Final grant report deadline – Upon acceptance of the final grant report by ONAP, payment of 2 <sup>nd</sup> and final portion of award will be issued.  |

\*Oneida Nation takes 3-4 weeks to process payments once paperwork is received.

### Defined Terms:

*\*Community* - Communities can be geographic places or groups with shared ethnicity, language, religion occupation, recreational pursuits, or regional affinities. In order to be eligible for a DAP grant, the proposed project must take place in an Oneida community in the state of Wisconsin.

*\*Capital Equipment/Expenditures* (not funded by DAP grant) - Items costing more than \$1,000 with a useful life of more than one year or capital expenditures, e.g., renovation of existing facilities.

*\*Peer Panel* - Refers to community members who adjudicate grant applications. The peer panel reviews each application using the guideline review criteria. Applicants are strongly encouraged to attend the panel meeting. Peer panelists may ask applicants questions pertaining to the review criteria. Applicants may make a 5-minute presentation on the proposed project. Individual panelist rate and score the application on its own merit using the review criteria. Each panelists scores are tabulated and a final composite score is given for each application.

*\*Oneida Nation Arts Board (ONAB)* - an advisory board that oversees the WI Regranting Program and the Dollars for Art Program (DAP) grant. ONAB will determine funding awards based on panel's recommendations.

*\*Professional Artist* – An artist who: has specialized training in the artistic field (not necessarily in academic institutions), is recognized as a professional by his or her peers (artists working in the same artistic tradition) and is committed to devoting more time to artistic activity. (Definition from Canada Council for the Arts)

### Activities NOT funded by DAP:

1. Purchase of capital equipment (items costing more than \$1000 with a useful life of more than one year) or capital expenditures, e.g., renovation of existing facilities;
2. Prizes or awards
3. Refreshments or receptions
4. Activities not open to the general public



# **Dollars for Art Program (DAP) Community Group Application Checklist**

The following must be completed/submitted by Friday, July 25<sup>th</sup>, 2025:

- a) Complete pre-registration in Jotform OR email Arts Coordinator Sadie Wilson ([swilson1@oneidanation.org](mailto:swilson1@oneidanation.org)) a short summary of the DAP project you plan to work on.
- b) Fill out application pages 1 and 2 and sign on page 2.
- c) Complete narrative – up to two pages with budget explanation.
- d) Complete itemized budget summary anticipated expenses.
- e) Attach any supporting materials you wish to include. (Optional)

**Compile items b-f into a single document and email it to [swilson1@oneidanation.org](mailto:swilson1@oneidanation.org) with subject line: “DAP App Re: Your Name”**

# ONEIDA NATION ARTS PROGRAM

## Dollars for Art Program (DAP)

### Grant Agreement: Community/Group Award

This is a grant agreement between the Oneida Nation Arts Program (herein called ONAP) and \_\_\_\_\_ (herein called Grantee) for the Community/Group Award of \$ \_\_\_\_\_ for projects occurring between October 1, 2025 through September 30, 2026.

In return for funds provided to Grantee by ONAP, Grantee agrees to the following (*write/type initials next to each section*):

- \_\_\_\_\_ 1. The Grantee is responsible for submitting a completed Final Grant Report that includes the number of people served and evaluates the effectiveness and significance of the project. Please maintain thorough financial records of expenses and income for this project. The Oneida Nation Arts Board may request an audit of the project records. The Artist will receive an initial payment of 75% of their grant award. Once the Final Grant Report has been submitted and approved by the Oneida Nation Arts Board, the remaining 25% of the award will be released.
- \_\_\_\_\_ 2. The Grantee will execute the project as described in the application submitted for these funds. If the project alters from the description, he/she will notify ONAP for approval. If the project is significantly altered from its original description, Grantee will submit a project modification report which will be approved or rejected by Oneida Nation Arts Board.
- \_\_\_\_\_ 3. Grantees who complete or partially complete their projects and fail to turn in their final grant report by October 30th, 30 days after the project period ends (9/30), are ineligible to receive the remaining 25% of their award. These grantees are not eligible to reapply for funding until their final grant report is received. Grantees will be notified of ONAP's procedure via email with a read receipt or via certified mail.
- \_\_\_\_\_ 4. Grantees can request a project extension within their project period, which runs from October 1<sup>st</sup> to September 30th. Extension requests must be made in writing and can be emailed to Arts Coordinator Sadie Wilson at [swilson1@oneidanation.org](mailto:swilson1@oneidanation.org). Oneida Nation Arts Board will review extension requests and will make the decision to approve or deny the request. Extension requests made outside the project period will be denied and the grantee will not be eligible to receive the remaining 25% of their award. These grantees are not eligible to reapply for funding until their final grant report is received. Grantees will be notified of Oneida Nation Arts Board's decision to approve or deny the extension request via email with a read receipt or via certified mail.
- \_\_\_\_\_ 5. The Grantee will carry out a public service activity, such as a concert, exhibition, etc., that is open to the public. This event will occur in a place that is accessible. Once the time for the event is set, the Grantee will provide public notice and notify ONAP of the time of the event. Grantees can email the invitation to Arts Coordinator Sadie Wilson at [swilson1@oneidanation.org](mailto:swilson1@oneidanation.org). If the grantee fails to invite ONAP staff to the public component of their project, they will be ineligible to apply for DAP funding during the following fiscal year.
- \_\_\_\_\_ 6. Credit must be given to ONAP, Wisconsin Arts Board (WAB) and the National Endowment for the Arts (NEA) in all printed materials and in all social media posts associated with this project including brochures, news releases, programs, publications, and other materials. Verbal credit shall

be given prior to each live performance or presentation. Logos for ONAP, WAB and the NEA will be provided to grantees via email. The Grantee will be required to submit copies of the material ONAP, WAB and the NEA were credited in in their Final Grant Report. If the Grantee fails to give credit to ONAP, WAB and the NEA, they will be ineligible to apply for DAP funding during the following fiscal year.

- \_\_\_\_ 7. The Grantee will not use grant for general operating expenses, fundraising expense, purchases of permanent equipment, building expenses, prizes, or receptions.
- \_\_\_\_ 8. The Grantee assumes full responsibility and liability for his/her conduct of the project and agrees to indemnify ONAP, Oneida Nation Arts Board, Wisconsin Arts Board, and Oneida Nation from any liability in consequence of a funded activity.
- \_\_\_\_ 9. If the Grantee is not able to complete their project by the due date and has not requested a grant extension, or if the Grantee does not want to accept the grant for any reason, the Grantee must return the grant funds. The Grantee must submit notice to ONAB stating they are turning back grant funds. If funds were released, the Grantee must include a check for the received amount.
- \_\_\_\_ 10. The Grantee will not have any alcoholic beverages associated with the event.

\_\_\_\_\_  
Signature of Oneida Nation Arts Board Officer with Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Organization Official with Title

\_\_\_\_\_  
Date

Oneida Vendor Number or FEIN Number: \_\_\_\_\_