



2024 Advancement Regrant Guidelines & Application
Deadline: April 8, 2024 / Award Notification June 2024
Up to \$7,500 Available

LitNYS invites literary arts organizations currently funded by the New York State Council on the Arts to apply for capacity building Advancement Regrants of up to \$7,500. Regrants will be awarded to support thoughtful development and expanded capacity within literary arts organizations that produce excellent work and need help to increase and sustain their capacity as institutions.

Eligible organizations will be given the opportunity to improve their managerial and financial stability; enhance diversity, inclusivity, and accessibility efforts; build solid foundations upon which to pursue their artistic visions; improve or institute development and planning initiatives that contribute to their sustainability; and extend program impact and reach by developing new audiences and readers.

Eligible requests may address, but are not limited to, strategic plan creation or implementation; consultancies; staff and board development; software and hardware purchases or upgrades; and website development. As social unrest, climate change, and economic disparity escalate, we seek the empathy and revelation engendered by story. Building on an organization's strengths, projects may expand their capacity to promote equity and belonging in their communities.

Please note: Advancement Regrants may not be used to supplement existing NYSCA-supported programs. They are not intended to support ongoing expenses, such as rent or salaried positions, although they may be used to help launch new positions that enhance an organization's capacity.

Proposals will be judged on comprehensiveness of the application; demonstrated value and benefit to the organization; and quality of the project concept, practice, development, and context. Every effort will be made to ensure diversity of grantee awards in terms of region, stage of organizational development, type of organization, and segment of the public served.

Criteria for Advancement Regrant Awards:

Creativity, Access, Relevance, and Managerial & Financial criteria are used to ensure that each proposal:

- Aligns with the organization's mission and artistic vision
- Demonstrates value and benefit to the organization, including potential to advance its work
- Provides access and inclusivity opportunities for board, staff, communities, as applicable
- Benefits the wider literary field through shared results (if applicable)
- Displays a level of self-awareness and the organization's ability to self-assess
- Shows evidence of a commitment to supporting writers via royalties and honoraria for publications and presentations
- Outlines, via a clear timeline, the organization's ability to carry out the proposed project within twelve months of the award

- Builds upon work previously supported by LitNYS via an Advancement Regrant or the Mentoring Program (if applicable)

Incomplete applications will not be considered.

Please check the Awardees & Proposals list to ensure your organization is eligible to reapply.

If an organization received a \$10,000 award, it must wait two years after the grant year before reapplying to Advancement. For example, if a \$10,000 award was received in 2022, the organization may apply again in 2025. (NYSCA discontinued the \$10,000 award after 2022). If a \$10,000 award was received in 2021, or prior to 2021, the organization is again eligible to apply for this 2024 grant. Please refer to the list of Advancement Awardees to determine eligibility.

If an organization receives one of the awards of less than \$10,000, it must wait one year after the grant year before reapplying to Advancement. For example, if an organization received an award in 2023, it may reapply in 2025. If an award was received in 2022, or prior to 2022, the organization is again eligible to apply for this 2024 grant. Please refer to the list of Advancement Awardees to determine eligibility.

Eligibility Requirements:

Open to Literary Publishers, Presenters, and Service Organizations Receiving Funding through NYSCA's Support for Organizations and Partnerships Categories:

- Organizations must predominantly present literary programs; principally publish work in the genres of fiction, poetry, drama, or creative non-fiction; or be of service to New York's literary community.
- Publishers must have as their principal mission to promote the creation, publication, and dissemination of contemporary literary writing, encouraging its appreciation by the public.
- Project budgets must demonstrate adequate funding to complete the project.
- According to the budget your organization submitted to NYSCA for FY2023 or FY2024:
 - Organizations with budgets of \$75,000 to \$249,000 may apply for up to \$2,500.
 - Organizations with budgets of \$250,000 to \$750,000 may apply for up to \$5,000.
 - Organizations with budgets over \$750,000 may apply for up to \$7,500.
- A final report will be required for all Advancement Awardees.

To apply, submit the following as a single PDF document:

1) Advancement Cover Sheet

2) Proposal Narrative: Address the following in your narrative. Use specifics wherever possible. Do not to exceed 5 pages total (12 pt. font, 1" margins) exclusive of budget; please use budget form provided.

- Project Description (1 paragraph):
 - Organization's name and Project Title (if any)
 - Advancement Regrant request amount
 - How the funds will be used
- Organization mission + brief history focusing on:
 - Evidence that staff and board have thought through resources needed to effect meaningful change
 - Past or ongoing capacity building efforts relevant to the request whether program development or activities to enhance diversity, inclusivity, and accessibility
- Project Description in response to the following questions:
 - What is the project's purpose?
 - Who will oversee the project within your organization? Who will help?
 - How does the project align with your organization's mission and artistic vision?
 - How does the project contribute to your organization's efforts to achieve inclusivity or sustainability?
- Project Benefits & Outcomes:
 - Who are the intended beneficiaries of the project? How many will benefit?
 - How does the project reach historically underserved communities or remove barriers to participation?
 - How will the project impact the community/ies served?
 - What does success look like for this project? If applicable:
 - Discuss how project results could be disseminated and build the literary field's capacity to better serve the public.
 - Describe how this project will build upon work previously supported by Advancement or the Mentoring Program.
 - Explain how taking a new direction will advance the organization

3) Project Timeline, beginning no earlier than July 1, 2024, demonstrating project completion in its entirety within the 12-month regrant period with re-granted funds.

4) Project Budget – Must align with the project narrative. **Please use form provided** which has two tabs, one for Project Budget and one for Organizational Budget.

5) Organizational Budget (current or most recently completed fiscal year). **Please use form provided** which has two tabs, one for Project Budget and one for Organizational Budget.

6) Résumé and work plan from proposed consultant, if any.

Submit electronically as a single PDF document to: Submissions@justbuffalo.org. For questions or more information, contact Debora Ott, LitNYS Founding Director: debora.ott.consulting@gmail.com or Laurie Dean Torrell, LitNYS Project Consultant: ldtorrell@gmail.com. If you wish to preview your request concept, contact Debora. Applicants unfamiliar with LitNYS may refer to www.litnys.org.



**Council on
the Arts**

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