

RIMON

The Minnesota Jewish Arts Council
An Initiative of the Minneapolis Jewish Federation

PROJECT SUPPORT PROPOSAL GUIDELINES

Our Mission

The mission of Rimon is to promote and enhance Jewish identity through arts and culture, to support arts and artists who broadly explore Jewish themes, and to assist the greater Minnesota Jewish community in developing a collaborative involvement with the arts.

We Strive to:

- Stimulate greater appreciation for the arts in Jewish life.
- Encourage the interaction of artists and institutions with Judaism.
- Cultivate collaborations between the Jewish community and non-Jewish institutions.
- Develop tools for networking and communication for the Jewish community and its artists and to act as a clearinghouse of information for Jewish artists and arts presenters.
- Foster relations between Jewish artists and the Jewish community's cultural, educational, and religious institutions.
- Stimulate ecumenical programming on the arts and their link to spirituality.

What We Support

- Projects with or without funding in one of four ways:
 1. artistic development and/or production;
 2. community planning and collaborations
 3. research or administrative assistance
 4. marketing and outreach assistance.
- Projects that comply with Rimon's mission.
- Projects that are realized in Minnesota. (Out of state applicants must collaborate with a Minnesota artist or institution and realize the project in Minnesota.)
- Project specific expenses only and not on-going operating expenses (e.g., utilities, rent, staff salaries).
- Requests of up to 50% of the total project cost, with a maximum award of \$3000.

Who May Apply

- Individual artists
- Informal and/or unincorporated arts groups
- Jewish agencies and synagogues
- Non-profit arts groups
- Non-profit, non-arts organizations engaged in an arts project on a Jewish theme
- Schools and community education programs

We Do Not Support

- Recipients (group, individual or organization) of Rimon funding within the past 2 years.
- Rimon grant recipients with an overdue final report.
- Rimon grant recipients who have received funds and whose project remains “Incomplete.”
- An event that is one-day only if that day falls on the Jewish Sabbath or specific Jewish holy days. (See Rimon website for these specific dates.)

How to Apply

- Grants are reviewed twice a year. Deadlines are September and March (specific dates are announced prior to each deadline). See our website for specific dates.
- With each proposal include:
 - a. A cover letter that introduces you or your organization and your proposal, and make a strategic link between your proposal and Rimon’s mission and grant-making interests.
 - b. Project Summary form, completed.
 - c. Project Narrative, including responses to ALL requests for information, in the order listed.
 - d. Project Budget.
 - e. Work samples that will be presented to the Board at the time of the selection process. Work samples can be returned at that time.
- In addition, attachments may be included as support for your proposal. Bios of personnel, marketing strategies, printed programs of past projects are examples. Please include a stamped self-addressed envelope if you want materials returned.
- Submit your request collated but not stapled or bound.
- If your proposal involves collaborators or fiscal agents, letters of agreement must accompany your application.
- Late proposals will not be considered.
- Deliver by hand or mail your application to:

Rimon: The Minnesota Jewish Arts Council
Sabes JCC
4330 S. Cedar Lake Road, Minneapolis, MN 55416

Review Process

1. The review process will be completed no later than two months after the grant deadline.
2. Applications and supporting materials are due in March and September. Dates will be announced prior to each deadline.
3. Applications will be screened for eligibility by the Rimon Executive Committee. Eligibility is judged on two criteria:
 - a. Is the application complete?
 - b. Is the application consistent with the mission of Rimon?
4. The Rimon Advisory Board will meet to review and select proposals for support.
5. Applicants will be invited to attend this Advisory Board Meeting to make a short presentation and answer questions pertaining to the proposal.
6. Work samples from applicants will be made available to the Advisory Board at the selection meeting.
7. Advisory Board members who have a conflict of interest must excuse themselves from discussion of applicants at grant-making meetings.

- a. They can be present for the presentations but must leave the room when all presentations are finished.
- b. They have the option to put in writing any comments or input they have regarding the other applications.
- c. After leaving the room, they will have a prescribed amount of time, at the discretion of the Chair, in which to write their comments about other projects and turn them in to the Board Chair.
- d. The Board Chair will read any written comments to the Board before grant decisions are made. The Chair will have discretion as to when the written comments will be read.

Progress Report

1. Grantees are required to submit in writing or by phone a progress report at least every 6 months.
2. Grantees are encouraged to invite Advisory Board Members/staff to view work in progress.

Time Limit for Grantees to Execute Projects

1. Grantees must complete their projects within two (2) years from the time of receipt of grant monies.
2. Grantees must apply for an extension if they exceed the two (2) year limit by putting in writing the reason(s) for their request and the amount of extra time required. Extensions require approval by the Executive Committee.
3. If the extension is denied, or if no request for extension is submitted, the project will be considered "incomplete."
4. If the project is considered "incomplete," Rimon reserves the right to ask that its granted money be returned.

Inability to Complete Project

1. If a grantee is unable to complete his/her project, Rimon reserves the right to ask that its granted money be returned and the project will be considered "incomplete."
2. The Grantee must submit a report including:
 - a. Why he/she could not complete the project
 - b. What was completed
 - c. Budget

Change in Project Direction

1. If a project substantially changes direction, the Grantee must notify the Executive Director before the change takes place.
2. The change must be approved by the Executive Committee.
3. If the Executive Committee does not approve the change, and as a result the project is abandoned, it will be considered "incomplete" and Rimon reserves the right to ask that its granted money be returned.

Acknowledgment

Funded projects must credit Rimon: The Minnesota Jewish Arts Council in all promotional materials with the following legend:

This project was made possible in part with the support of Rimon: The Minnesota Jewish Arts Council, an initiative of the Minneapolis Jewish Federation.

Final Report

When Rimon provides assistance, the project contact person is required to provide a written follow-up report on the project/program within two months of the project's end date. The report should contain, among other things, the following:

1. a brief description of the project as it was implemented
2. audience attendance and demographic information, if available
3. the role of collaborating organizations
4. the goals that were met
5. documentation (e.g., photos, brochures, media coverage)
6. a summary of key findings (if planning or research project)
7. a final budget
8. information on how Rimon's assistance made a difference to the project
9. a statement of how the artist grew, professionally or personally, as a result of executing this project
10. the impact this project had on the community

Failure to submit a final report deems applicant ineligible for future grants.

Need Help?

If you wish assistance with the proposal process, contact David Jordan Harris at 952-381-3449 or rimon@sabesjcc.org.

Examples of previous Rimon projects

Support has been offered in the following areas:

- artistic development and/or production
- community planning and collaboration
- research or administrative assistance
- marketing and outreach assistance

Artistic development and/or production

- *Sukkot Project*: Rimon developed and coordinated a collaborative initiative with The Minneapolis Institute of Arts combining architecture, social justice, affordable housing, and education. Six temporary structures (sukkot) were selected by a jury, displayed in the community during the holiday of Sukkot, and then moved to The Minneapolis Institute of Arts. Related educational programming also took place at Jewish Community Centers and at synagogues. The project cultivated collaborations between Jewish institutions, individual artists, and cultural, educational and social justice organizations in the Twin Cities, such as Jewish Community Action.
- *Twin Cities Jewish Middle School ceramic mural*: Rimon provided monetary support for a sculptural ceramic mural created by students from the Twin Cities Jewish Middle School and Talmud Torah of St. Paul Day School. The mural was permanently installed at the Talmud Torah and drew its inspiration from the morning prayers (T'fillat Shacharit) and the themes of rebirth, recommitment, and gratitude.
- *Company of Angels: The Story of Charlotte Salomon*: Rimon provided financial assistance to In the Heart of the Beast Mask and Puppet Theatre to tour its acclaimed production, based on the life of a young Jewish artist who created a penetrating visual record of her short life in Nazi Germany.
- *Ida's Story*: Rimon provided money for post-production expenses related to a documentary film based on the childhood memories of the late Ida Sokoloff Quen, who escaped a Cossack pogrom in 1917. The documentary explores the effects of hatred and discrimination on the human spirit as well as the power of understanding and compassion to bring about change.

Community planning and collaboration

- *Hallelujah/Minneapolis*: Rimon partnered with the Liz Lerman Dance Exchange, the Walker Art Center, Minnesota Dance Alliance and Intermedia Arts to assist in the creation of Hallelujah/Minneapolis, a nine-month residency culminating in a performance at the Walker's Sculpture Garden. As a community partner for the project, Rimon helped organize performance workshops and assembled a corps of nearly two dozen performers from throughout the Jewish community who participated in the piece's creation and performance.
- *Opening Minds, Opening Doors*: Rimon partnered with Outsiders & Others Gallery and the Mental Health Education Project to create a gallery show and fascinating panel discussion on the subject of art and mental health in the Jewish community. Seven Minnesota artists ranging significantly in age and experience were selected in a curated exhibit that was widely attended and received significant press attention.

Research or administrative assistance

- *Sheltering Home Chronicles*: Rimon provided research and administrative assistance to a fledgling project of the Jewish Historical Society of the Upper Midwest. The project's curator had expressed interest in working with artists to tell the remarkable story of a social service institution, the Jewish Sheltering Home for Children in North Minneapolis, and its evolution

into a shelter serving homeless adolescents from across Minnesota. Assistance included assembling lists of potential artists and collaborators, evaluating the organizational progress of the project, and helping with grant preparation.

- *Inspired by Hannelore Baron*: Rimon provided support to the Macalester College Art Gallery as it sought to enlarge the community impact of an important touring exhibit of a German artist and Holocaust survivor, Hannelore Baron. Rimon assembled a working committee that researched and secured an educational panel exploring the themes of Baron's art and her psychological struggles.

Marketing and outreach assistance

- *Sukkot Celebration*: Rimon provided Jewish resource information, public relations and marketing assistance to the Minnesota Children's Museum, for their celebration of the holiday of Sukkot.
- *In Book Form*: Rimon provided marketing for an ambitious three-gallery exhibit displaying sketchbooks created by Twin Cities and Israeli Jewish women using any medium or technique of their choice. Each individual created a book that was very personal to her yet became related through common themes to sketchbooks created by other women artists. Exhibition spaces included galleries in the St. Paul and Sabes Jewish Community Centers and at the University of Minnesota's Wilson Library.

See our website for a complete list of past projects supported by Rimon.

**RIMON: The Minnesota Jewish Arts Council
Project Support Grant Application**

Project Summary

Type of Rimon support requested:

- artistic development and/or production
- community planning and collaboration
- research or administrative assistance
- marketing and outreach assistance

Amount of Request (if applicable) _____ Total Project Cost _____

Project Start Day _____ Project End Date _____

Applicant _____

Address _____

City, State, Zip _____

Phone _____ FAX _____

E-mail address _____

Project Contact _____

(The contact person should be available to answer questions about this application)

Phone _____ FAX _____

E-mail Address _____

Fiscal Agent _____

(for those using a fiscal agent only)

Address _____

City, State, Zip _____

Contact Person _____

Phone _____ E-mail _____

Project summary in 50 words or less:

Narrative

Please provide the following information, addressing **ALL** sub-points. Use a type-face of 12 points or larger and use no more than FIVE pages:

- 1) Summary of the project:** Including, what, where, when.
- 2) Artistic Quality :**
 - a) What stands out about this project artistically?
 - b) What are the artistic goals?
 - c) Who are, or will be the artists and project leaders? How are, or will the artists be selected?
 - d) Where will artistic energies/resources be directed? Primarily on process (audience/participant learning, creating, or otherwise engaging in the arts experience), or on the quality of the artistic product, or both? Explain.
- 3) Ability:**
 - a) Describe the planning process for your project. In what way will your board of directors or advisory committee be involved?
 - b) In what ways will your project design ensure accessibility for diverse audiences and participants?
 - c) How will you promote your project?
 - d) What is the timeline for your project? Please give deadlines for major activities.
 - e) How will you evaluate the project's success artistically? Financially? Experientially?
- 4) Community Need/Support:**
 - a) Describe the individuals this project will serve (artists, attendees, participants).
 - b) Describe the community from which these individuals are drawn. Your description may include its general geographic, racial/ethnic, cultural, economic, or gender makeup, and/or any special needs its members have.
 - c) How will your project benefit the community?
 - d) In what ways have members of the community shown their support for your project (e.g., financial contributions, volunteer time, donations of services, supplies, or space)?
- 5) Mission and History:**
 - a) Summarize your group's purpose/mission. In what ways will this project advance the mission of your group?
 - b) Summarize your group's history. If your project is a first time initiative, please so indicate.
- 6) Project Personnel:**
 - a) Attach a list of the key people/groups involved in your project.

b) Briefly describe their qualifications for the project. (You may submit one-page of information per person/group as attachments).

7) Board of Directors/Advisory Committee

a) Attach a list of board members (for all 501(c)3 non-profit organizations or advisory committee members (for all applicants that do not have governmental non-profit status).

b) Include the profession, organizational affiliation, or area of expertise of board members and committee members.

8) Project Budget – Please use our format and attach to application. (see “Rimon Project Budget”)

Rimon Project Budget

Estimated \$ Expenses:

Item	\$ Amount	In-Kind \$ Amount
1. Personnel		
a. Artistic		
b. Administrative & other personnel		
c. Employee benefits & payroll taxes		
2. Supplies		
3. Printing & postage		
4. Space & equipment rental		
5. Transportation		
6. Other (explain)		
7. SUB-TOTALS (total lines 1-6)	a.	b.

Total Estimated \$ Expenses (7a + 7b)	\$
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Estimated \$ Income:

Item	\$ Amount
1. Grants & contributions	
a. Individual contributions	
b. Foundations & corporations	
c. Government	
d. Other (explain)	
2. Earned Income	
a. Sales	
b. Admissions	
c. Other (explain)	
3. Total value in-kind contributions (from line 7b above)	
4. SUB-TOTAL (add lines 1-3)	
5. RIMON GRANT REQUEST	

Total Estimated \$ Income (line 4 + line 5)	\$
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