

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 interfaith and intercultural dialogue through the arts.

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 Jewish holy days.

How to Apply

- Grants are reviewed twice a year in the fall and spring. Consult the Rimon website for application deadlines.
- With each proposal include:
 - a. A cover letter that introduces you or your organization and your proposal, making a strategic link between your proposal and Rimon’s mission and grant-making interests.
 - b. A project summary form, completed.
 - c. A project narrative, including responses to ALL requests for information, in the order listed.
 - d. A project budget.
 - e. Work samples that will be presented to the Board at the time of the selection process.
- In addition, hard-copy attachments may be used as support for your proposal, such as work samples or printed programs of past projects. Send your application and work sample (with a stamped, self-addressed envelope if you want these materials and your work samples returned) to:
Rimon, 4330 S. Cedar Lake Rd., Minneapolis, MN 55416
- If your proposal involves collaborators or fiscal sponsors, letters of agreement must accompany your application.
- Late proposals will not be considered.

Review Process

1. The review process will be completed no later than two months after the grant deadline.
2. Applications initially 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?
3. The Rimon Advisory Board will meet to review and select proposals for support.
4. Applicants will be asked to this Advisory Board meeting to make a 10-minute presentation and answer questions pertaining to the proposal. If circumstances require it, the presentation may be made over the phone.
5. Work samples from applicants will be reviewed by the Advisory Board at its meeting.
6. Advisory Board members who have a conflict of interest with a specific applicant or project will recuse themselves from considering applications with which a conflict of interest exists.

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 Rimon’s Executive Committee.

Inability to Complete Project

1. If an extension is denied, or if no request for extension is submitted, the project will be considered “incomplete,” and Rimon reserves the right to ask that its granted money be returned.
2. If a grantee is unable to complete his/her project for any reason and at any point in the project’s development, Rimon reserves the right to ask that its granted money be returned.

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, 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 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 grantee ineligible for future grants.

Need Help?

If you want assistance with the proposal process, contact Rimon's Executive Director David Jordan Harris at 952-381-3449 or rimon@sabesjcc.org. He will review a draft of your application if you submit it to him at least one week in advance of the deadline.

Examples of previous Rimon projects

Artistic development and/or production

- *Ghost Stories*: Rimon provided funding to writer Margie Newman to create *Ghost Stories*, a series of readings produced throughout the Twin Cities by five Minnesota women writers exploring a common theme: how historical trauma in their community's and family's life affected the day-to-day life of subsequent generations.
- *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. The mural was permanently installed at the Talmud Torah

and drew its inspiration from the morning prayers (*T'filat Shacharit*) and the themes of rebirth, recommitment, and gratitude.

- *Etty*: Rimon provided funding to partially underwrite the Minnesota tour of a one-woman play based on the diaries and letters of Etty Hillesum who died in the Holocaust. Susan Stein, who adapted and performed *Etty*, also developed with Rimon's support a teaching residency program in prisons which she has subsequently implemented worldwide.
- *Izun/Mizan*: Rimon offered financial assistance to support screenings of significant films on the Israeli/Palestinian conflict, followed by post-film discussion, at local and regional religious centers, colleges, and universities.

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 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 panel discussion on the subject of art and mental health in the Jewish community. Seven Jewish Minnesota artists, ranging widely in age and experience, were selected for a well-attended, much-discussed curated exhibit.

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 story of a social service institution (Jewish Sheltering Home for Children in North Minneapolis) and its evolution into a shelter serving homeless adolescents from across Minnesota. Rimon's 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 helped the Macalester College Art Gallery in broadening the community impact of a touring exhibit of German artist and Holocaust survivor Hannelore Baron. Rimon assembled a working committee that researched and programmed 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 as well as public relations and marketing assistance to the Minnesota Children's Museum for their programming celebrating the holiday of Sukkot.
- *In Book Form*: Rimon provided marketing and outreach for a three-gallery exhibit which displayed a wide spectrum of artist sketchbooks created by Twin Cities and Israeli Jewish women. Exhibition spaces included galleries in the St. Paul and Sabes JCCs and at the University of Minnesota's Wilson Library.

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

Project Summary

Type of Rimón 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 Sponsor _____

(for those using a fiscal sponsor 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, if the applicant is a 501(c)3 non-profit organization. Attach a list of advisory committee members if the applicant does not have non-profit legal status.
 - b) Include the profession, organizational affiliation, or area of expertise of board members and committee members.
- 8) **Project Budget** – Please use Rimon's budget format and attach to application.

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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