



## CONNECTED SERIES PROGRAM APPLICATION

### CONNECTED

Connected is an innovative programmatic series that enables and actively engages local creatives to produce event-driven art experiences at the Delaware Art Museum. Community partners are encouraged to make creative connections to the Museum's collection and create dynamic events with endless possibilities.

### PROGRAMMATIC GOALS

Program proposals for Connected should address the following goals:

- Connect to themes in the Museum's collection/special exhibitions and/or be creatively inspired by arts and culture.
- Inspire creative exploration through community engagement.
- Be inclusive and embrace diverse perspectives and experiences.

### TIPS FOR PROGRAM APPLICATION

- It's all in the Details: Think of all the necessary levels of your program including activities, logistics, and attendees.
- Make the Connection: Articulate how the program will connect people to arts and culture.
- Collaboration is Key: Partnering with other organizations and individuals in the community is encouraged

### PROPOSAL

- Plan your program 4-6 months in advance. All applications for 2018 are due by February 2, 2018.
- All Connected Programs are held Thursdays between the hours of 4:00 p.m. – 8:00 p.m. and/or Sunday from 10:00 a.m. – 4:00 p.m. during free admission hours. **All programs must be open to the public.** Audience size may vary. (Other days may be available, pending Museum approval)
- Once you have developed the preliminary idea for your program, please complete all sections of this form.
- Submit the completed program proposal and/or any questions to Jonathan Whitney, Manager of Community Engagement, [jwhitney@delart.org](mailto:jwhitney@delart.org).
- The proposal will either be approved as is, approved with conditions/changes, or declined.

### PLANNING

- Once approved, you will work collectively with internal/external partners to develop more specific objectives and program outcomes. This will be done with assistance from the Manager of Community Engagement, who will appropriate the program according to Museum policies and procedures.
- This is a **working document** and will be updated as details develop.
- Program meetings and constant communication regarding program logistics, marketing, and outreach will occur in collaboration with the Manager of Community Engagement. The community partner will also be provided with the Museum's policies, procedures, and guidelines.
- The Manager of Community Engagement will provide, review, and complete the partnership agreement with the community organizer.

### FOLLOW-UP

- Once your program has concluded make sure to complete the Program Follow-up Form and survey to provide the Museum with as much feedback as possible, consulting with internal/external collaborators, community members, and program attendees. The goal is to uncover any changes and best practices going forward.

Applicant Name:	Email Address:
Organization if applicable:	Street Address:
Primary Number:	City, State, Zip:
Proposed Program Name:	Proposed Program Date:



## COMMUNITY ENGAGEMENT

Describe the type of audiences that will be attracted to this event (be specific) and what is their primary motivation for attending?

How is your program creatively inspired?

## PROGRAM OBJECTIVES

Describe what the environment will look/feel like for participants?

What are the specific activities you will have for participants at the program?

How will the program positively impact participants? What do you want participants to experience, learn, feel and/or gain?

Will there be other community organizations you partner with and if so, who?



Additional Program Objectives or Notes:

## BUDGET ASSESMENT

The Museum is dedicated to realizing the vision of our community partners. The Museum will work with community partners to determine the feasibility of each proposal, assess the applicant's budget and available resources, and allocate funds accordingly to support or offset costs for each program. To be considered for funding, please complete the following information.

\*Note: For each approved program, the Museum will provide the venue, Museum Security Guards, and standard marketing at no cost to the community partner.

Is your proposed program funded? If yes, fully or partially?	
If your program is not funded, do you intend to raise additional funds to support your program?	

**Please provide a detailed proposed budget in the space below:**

Category	Description	Anticipated Expense Amount
Entertainment		
Performances		
Activities		
Program Supplies		
Transportation		
Set Up/Display		
Miscellaneous		
Total Allocated Program Expenses:		

Total funds currently available to applicant: (Dollar Amount)	
Anticipated funds needed: (Dollar Amount)	

Additional Budget Notes: