

State Foundation on Culture and the Arts Museum Without Walls Arts Education Initiative

Request for Proposals

BACKGROUND

The State Foundation on Culture and the Arts seeks to work with a contractor to manage and implement a new initiative. The Museum Without Walls Program will provide funding and opportunities for teaching artists to partner with community centers, libraries, houseless shelters, etc. to provide arts education experiences for their community members on all the islands of Hawai'i.

Through utilizing the SFCA Arts in Public Places funding, the Museum Without Walls experiences would bring curated art of Hawai'i to residents who may not always have the opportunity to go to the Hawaii State Art Museum.

ABOUT THE SFCA:

- SFCA Mission – To promote, perpetuate, and preserve culture and the arts in Hawai'i
- SFCA Vision – “We envision a thriving and vibrant Hawai'i enriched by culture and the arts”

ELIGIBILITY AND REQUIREMENTS

ELIGIBILITY

Applicants or applications that are not eligible at the time of application will not be accepted. Eligibility of Organization Applicants – at the time of application.

- Must be based in the State of Hawai'i
- Must have extensive background in supporting Arts Education in Hawai'i
- Must have experience managing grants and have access to a vetted granting platform
- Must have experience working on multiple islands distributing funds
- Must be registered and compliant in Hawai'i Compliance Express.
<https://vendors.ehawaii.gov/hce/>

REQUIREMENT:

- Project implementation period is April 11, 2023 through December 31, 2023.

Deadline:

Submission Deadline is Friday April 7, 2023. 2pm HST.

Complete set of application materials per these instructions are required. Any required application materials not received by the application due date and time will not be accepted.

SCOPE OF WORK

The contracted vendor shall:

- Co-develop a call for applicants

- Assist in finding panelists to review the applications
- Co-facilitate the panel meeting
- Host the application on their granting page
- Process the grants and announce the decision
- Manage contracts and payments

CONTRACT AWARD DETAILS:

Contract award amount: \$40,000

- This award amount includes the amount that will be distributed to teaching artists to conduct the Museum Without Walls Program, as well as any overhead costs. In budget you must state how much you will be able to provide for granting.

Application Requirements

In order to be considered, please submit:

- Relevant work samples
- The Budget Proposal form
- Name, position, role for the project, and qualifications of each key project individuals

HOW APPLICATIONS ARE REVIEWED AND EVALUATED:

Staff Review

- Applications received by the deadline will be reviewed by Staff for eligibility and completeness. Applications that are not eligible or not complete will not be accepted.

Other Information

- A written, final report to SFCA on the progress of the work for the above specified schedule inclusive of high-resolution images with photographer credit, due 30 days after the end of the Agreement or after the funds are expended, whichever is earliest. Documentation of activities will be used by SFCA for reporting and promotion.
- Inform SFCA Staff about activities so that SFCA can assist with promotion or facilitation of activities as needed.
- Price must be inclusive of all taxes and fees.
- Invoices may be submitted as expenses are incurred.