



The Restorative Arts program is a collaboration between Metro Arts (Nashville's Office of Arts and Culture) and the Metro Nashville Davidson County Juvenile Court.

The Restorative Arts program facilitates meaningful arts experiences with the goal of creating safer communities and providing support and opportunity to those directly impacted by the juvenile justice system.

Metro Arts seeks proposals from organizations who:

- Have artists or staff who have successfully completed the Metro Arts training in restorative justice or have other certification in trauma-informed care, art therapy, or other related training or experience
- Have a committed interest in the ongoing transformation of the juvenile justice system and the positive development of youth through arts programming and restorative practices
- Have experience working within the juvenile justice system

Funding Categories:

The Restorative Arts program supports funding in two categories:

Arts Mentorship Organizations will provide ongoing, regular art experiences and/or creation and performance opportunities for youth in juvenile detention. Arts engagements should be informed by trauma-informed care and principles of positive youth development. Organizations should provide approximately 3 hours of arts experiences per week for 20 weeks or approximately 60 artist contact hours over the course of the program funding period.

Family & Community Support Organizations will provide impactful arts experiences for families of youth involved within the juvenile court system or in detention. Programs should provide approximately 20 hours of arts experiences and engage at least 50 participants over the course of the program funding period.

Program Timeline:

- Funding proposals are due **September 2, 2019 at 11:59 PM**
- Award announcements will be made by **September 27, 2019**.
- If selected, Arts Mentorship and Family & Community Support proposals may begin engagements any time after **October 1, 2019**
- Quarterly reports and invoices are due in **December** and **March**
- End of Year reports are due by **June 15, 2020**.
- If successful, organizations may be renewed to work in Juvenile Court again in FY21 based on this funding application and completion of a short reverification form due by June 30, 2020. This is contingent upon Metro Council approval of Metro Arts budget for this program for FY21.



Applicants may be eligible for up to **\$25,000** in funding to support Restorative Arts proposals. Matching funds are encouraged but not required.

Successful applicants will be required to submit quarterly invoices, itemized expenditures, and progress reports.

Eligibility: All applicants must meet the following eligibility criteria:

- Be a business or organization located within Davidson County
- Have experience working with court involved youth or their families
- Arts providers must have completed the Metro Arts restorative practices training program or have training or certification related to working with court involved youth
- For the purposes of this opportunity, a professional artist must be identified to lead (or co-lead) the project

Artist Qualifications: For the purposes of the Restorative Arts program, professional artists are defined as individuals or a group who practice in the unique creation and public display or performance of visual arts, craft, sound and performance art, film and television, theatre, dance, music or literary arts and can demonstrate at least two years of exhibition, performance or professional artistic history.

General Restrictions: Restorative Arts funding cannot be used for the following:

- Durable goods, including the purchase of equipment or capital improvements. Examples of durable goods include: appliances, furniture, musical instruments, electronic equipment, and sporting goods.
- Activities or programs with religious content, study, or practice. Metro Arts funds must be used for secular arts activities only.

How to Submit an Application: Metro Arts uses the Submittable online system to accept applications for this funding program. Applicants may save and edit their application before submitting the final application. Applicants may only submit one (1) application. All applications must be submitted online. No emailed, faxed, or mailed applications will be considered for funding. Applications and additional support materials must be submitted by **11:59 PM, Monday, September 2, 2019**. Incomplete applications will NOT be accepted for review.



Restorative Arts Proposal Checklist:

- ☐ Completed Online Application
- ☐ Resume (2 pages max) for identified artist demonstrating artistic experience of at least two years of exhibition, performance or professional history and at least 2 years of experience working with incarcerated individuals or their families.
- ☐ Completed Budget (NOTE: matching funds are encouraged, but not required)
- ☐ Sample lesson/session

Project Coaching: Request for coaching can be made by **August 23, 2019** and will take place between 8/26-8/28. Make your request to janine.christiano@nashville.gov with the subject line: Restorative Arts Project Coaching.

Project Review Process

Scoring Criteria: Successful proposals will demonstrate the following standards:

- **Artistic Excellence (5 points):** The lead artist(s) is a professional with a demonstrated arts work history with youth; evidence of strong creative practice and vision; activities planned demonstrate ability to expand on the artistic and/or cultural knowledge of participants
- **Positive Values Alignment (5 points):** Clearly demonstrate arts experiences that incorporate positive youth development principles and social and emotional learning competencies. For arts experiences not involving youth, applicants should articulate how the experience will restore social/community relations, support dignity, encourage reflection and/or promote collaborative problem solving
- **Intervention Impact (5 points):** Proposal sets specific and realistic outcomes for the arts experiences that can be documented or measured and are tied to positive youth development, social emotional learning, or other skill development that may impact future behavioral choices
- **Logistics and Feasibility (5 points):** Time, location, age range, timeline, activities, occurrences, transportation, caretaker communications, proposal outcomes, and other proposal details are clear and realistic. The budget is detailed, clear, and scaled appropriately in relation to the work plan proposed. Time needed for preparation, proper documentation and evaluation are included. The activities are well-planned and achievable.



Application Review, Panel Scores and Comments: Metro Arts staff will review each application to determine eligibility. Ineligible and incomplete applications will NOT be reviewed or scored.

Each application deemed eligible will be reviewed and scored by a panel. The adjudication panel will consist of Metro Arts staff and community content experts. The panelists will score each application based on the stated scoring criteria. Each panelists will have expertise in arts programming for youth, youth development, trauma-informed programs, and are deeply invested in the Nashville community.

Higher scores mean that the proposed project meets many or all of the scoring criteria. Lower scores mean that the proposed project only partially meet the scoring criteria. The scores of each section are added together to create an overall application score of up to 20 points. The panel will make funding recommendations based on the application score. Scoresheets containing the panelists' notes are kept on file at Metro Arts. You may contact Janine Christiano if you would like to discuss the scores received.

Funding Recommendations: The scores and recommendations from the panel are used to determine funding. The funding amount is also dependent on the number of applications in the pool and amount of funds that are available. Because this award would be considered a contract and NOT a grant, final funding decisions are made by Metro Arts staff.

Managing an Awarded Contract

Award notification will be emailed to the contact person provided in the application. If awarded a Restorative Arts contract, it is expected that the organization/artist will maintain financial records, gather participant/caretaker demographic information and document project outcomes throughout the course of the program. Quarterly reports will be required with invoices. Metro Arts reserves the right to monitor the awardee for program progress and contract compliance at any time. We understand that proposals can change. If the scope of work, dates, or budget must be adjusted in any way, contact Metro Arts immediately. Project changes must be approved by Metro Arts before implemented.

Pre-Evaluation forms for the participants will be given along with your award notification. Those forms are due as soon as the work begins. Post-evaluations are expected with the end of year report.

Once you are notified of your award, it is expected that the organization submit a revised budget (if necessary), any updated information to share with the Juvenile Court referral team, and an invoice for 25% of the awarded amount.

When your project is complete, you are required to submit a final report of expenses, closeout report, and an invoice for the remaining 25% of your award. All end of year reports are due by **June 15, 2020**.



Liability and Indemnification

Metro's liability is limited to the amount funded. Applicant agrees to indemnify and hold harmless Metro, officers, agents, and employees from:

- A. Any claims, damages, or costs and attorney fees for injuries or damages arising, in part or in whole, from the negligent or intentional acts or omissions of Applicant, its officers, employees, and/or agents, in connection with the project, and
- B. Any claims, damages, penalties, costs, and attorney fees arising from any failure of Applicant, its officers, employees, and/or agents to observe applicable laws, including, but not limited to, labor laws and minimum wage laws.
- C. Metro will not indemnify, defend, or hold harmless in any fashion the Applicant from any claims arising from any failure, regardless of any language in any attachment or other document that the Applicant may provide.
- D. Applicant shall pay Metro any expenses incurred as a result of applicant's failure to fulfill any obligation in a professional and timely manner.

Any final products from the project are the sole responsibility of the applicant. Metro is not responsible for installation, maintenance or removal of a project.

Metro Arts Logo Usage and Credit Policy

All awarded proposals must adhere to the Metro Arts credit policy. The policy, logo standards and files can be found on the [Resources and Toolkits page](#) of the Metro Arts website. Failure to adhere to this policy may result in the cancellation of the awarded contract.