



PERPICH

**Comprehensive Arts Planning Program (CAPP)
Perpich Center for Arts Education
2023-2025 CAPP Cohort**

Frequently Asked Questions:

1. Must the application proposal include all arts areas (dance, media arts, music, theater, and visual arts) or can it concentrate on a single arts area (e.g. K-12 Music)?

The CAPP program is designed to support proposals that are comprehensive as the program title suggests (Comprehensive Arts Planning Program). A proposal that is limited to a single art area for which the Minnesota Arts Standards are written does not meet the definition of comprehensive. For instance, if a school district ONLY wanted to do strategic planning around a K-12 Music program, that would not be comprehensive. If an art area (dance, media arts, music, theater, and visual arts) exists in the school district, that art area should be represented in the application process. However, if a district does not currently have a program in a particular arts area and wants to expand offerings to include that discipline, they are strongly encouraged to make this application.

2. Must the co-chairs both be teachers, or can one or both co-chairs be community members?

One co-chair member must be a recognized representative of the school district: a school board member, a principal, a curriculum coordinator, an arts specialist and/or a classroom teacher. The second co-chair may be any of these roles described above or a parent, an arts organization representative and/or a community member. We strongly suggest that at least one co-chair is an administrator, whether that be a principal, curriculum coordinator or director of teaching and learning.

3. When the co-chairs attend meetings, are the substitute teacher and transportation costs to be paid for out of the CAPP funds we may receive or are they paid separately by Perpich Center?

The Perpich Center will cover costs for substitutes, mileage, and lodging for the two required in-person conference dates each school year. Perpich Center will also cover sub costs for one additional required virtual conference each year. Any sub costs that may occur for local committee meetings must be covered by the district.

4. When do/will Co-Chair Conferences occur?



The Co-Chair Kick-off Conference will be held on:

- Monday, August 14, 2023, 9:00 a.m. – 3:00 p.m. in-person at Perpich Center

We will have two additional conferences in Feb 2024 and May 2024. We will decide on specific dates at the Kick-off Conference. The February conference will be in-person at the Perpich Center in Golden Valley, and the May convening will be virtual. **All co-chairs must be in attendance for each of these conferences.**

5. Can our CAPP application include only our high school?

No. The program is comprehensive in its scope so it must include *all grade levels* in the school district.

6. Is the \$2,500 for each school in the district?

No. The funds do not apply to each school within the district. The financial assistance through this program is \$2,500 per year per school district. Each school district will be awarded \$2,500 through a state contract each year of the program (2023-2024 and 2024-2025), for a total of \$5,000. Please reference the CAPP Guidelines for allowable and unallowable use of CAPP funds.

7. Can we apply just for our afterschool arts programs?

No. The selection committee seeks applications that address your school district arts education needs during the school day as well as after school. CAPP is not designed to solely focus on afterschool arts programs.

8. What is the most important criteria when we apply?

First and foremost, the selection committee seeks applications that demonstrate a serious commitment from local co-chairs, district administration and possible committee members. Secondly, the selection committee wants applications with specific details and a compelling narrative about your arts education needs and the needs of your school district.

9. If I am the Executive Director/Superintendent and Arts Lead, can I also be the CAPP district liaison? Or is that someone else on your team?

Yes, it is possible to be the executive director/superintendent and also serve as the CAPP district liaison. However, we require districts to have **two** Co-chairs **AND** a district administrator, who is the CAPP district liaison. In previous years, this formation has been very helpful in sharing the workload associated with the program.

10. Many elements of our arts program are not in place as we have recently experienced a major shift. Current efforts strive to put better programming into place. Does the lack of a solid arts program negatively impact our application?

No. The selection committee considers all applications based on their potential for growth and their potential for successful planning and implementation. We understand that many district budgets may be experiencing shifts in the near future or have experienced shifts in the recent past.

11. Does Perpich Center cover the sub costs for the required meetings or does the \$2,500.00 need to cover that?

The Perpich Center will cover costs for substitutes, mileage, and lodging for the two required in-person conference dates each school year. Perpich Center will also cover sub costs for one additional required virtual conference each year. Any sub costs that may occur for local committee meetings must be covered by the district.

12. Are private schools eligible to participate in CAPP?

No, it is not possible for a private school to receive CAPP funds under this program. In establishing the Comprehensive Arts Planning Program, the MN legislature determined in MN§§ 129C.25 and 129C.26 that a school district or group of districts is/are eligible and they provide definitions of those bodies in § 120A.05. No language in these statutes extends eligibility to private schools.

13. Are individuals eligible to participate in CAPP?

No, it is not possible for an individual to receive CAPP funds under this program. In establishing the Comprehensive Arts Planning Program, the MN legislature determined in MN§§ 129C.25 and 129C.26 that a school district or group of districts is/are eligible and they provide definitions of those bodies in § 120A.05. No language in these statutes extends eligibility to individuals.

14. Is this a district-wide program?

Yes! This is a district- wide program. The Comprehensive Arts Planning Program (CAPP) is open to all public school districts, group(s) of districts (paired, combined or consolidated) or charter schools in Minnesota. The statute does not provide for application by individual schools within a school district. A proposal needs to include all grade levels and all arts areas, as stated in question #1.

15. Is it possible to coordinate other grants with CAPP funds if we are selected to participate in the program?

Yes. In MN§ 129C.26, Subd.4. Additional funding, the statute states that, “a district receiving funds may receive funds for the program from private sources and from other governmental

agencies, including any state or federal funds available for arts education.” The State is unable to supply assurance that coordination with any other funding sources is possible.

16. We wanted clarification on what the funds can be used for. I think we determined from the FAQs and web-meeting that we cannot buy tangible classroom materials and cannot use the funds to build/update facilities or buy equipment, but we can plan to do those things as part of the arts improvement plan made through this program. Did we interpret that correctly?

Yes! CAPP funds **cannot** be used for tangible classroom materials, arts equipment and/or updating/building arts facilities. But, your district absolutely **can plan** for those types of improvements through the district CAPP strategic plan. The funding for those initiatives must come from sources other than state CAPP funds.

17. What is the estimated time requirement for local committee members?

Committee members can anticipate attending one local CAPP meeting per month throughout the school year. We project that meetings will require 8 to 10 hours over the course of a school year. Additionally, during **each** year of the two-year program, the Perpich CAPP specialist leads one (6-hour) strategic planning workshop on-site at the district (or virtually, if need be). We strongly encourage full participation of your local committee at that time.

Each CAPP committee will see a variance of time requirements needed based on the role and function of a particular committee member and the scope of a district’s project and program selections.

CAPP is....

- A way to establish a committee of community members, teachers, administrators, school board members, parents, students and principals that are passionate about arts education.
- A vehicle to create a visioning and strategic planning multi-year document that identifies a practical vision and attainable goals for district arts programming.
- A way to develop a cadre of leaders in the arts who can make changes within the school buildings and the district.

CAPP is not....

- A quick-fix for funding that has been cut.
- Funding for arts personnel employed by the school district.
- A way to purchase instruments, textbooks, art supplies or capital improvements.