



## BURBANK ARTS FOR ALL BOWMAN PROFESSIONAL DEVELOPMENT GRANT REQUEST GUIDELINES

### **The Bowman Professional Development Grant**

Dr. Gregory Bowman served the Burbank Unified School District from 1994 – 2009. As Superintendent (2002-2009) he helped to establish BUSD as a leader in the Los Angeles County Arts Commission's Arts for All Initiative. Burbank Unified's Arts for All strategic plan is now the District's blueprint for arts education. The urgent need for arts education funding became apparent while developing the BUSD Arts for All Plan. As a result community members established the Burbank Arts For All Foundation to support the District's efforts in providing its students equal access to a quality arts education. Dr. Bowman established this professional development grant as a gift to the community of Burbank upon his retirement in June 2009.

### **The Foundation**

Burbank Arts For All is the only organization dedicated to ensuring permanent and equal access to a quality arts education for Burbank's 15,000 students. The Foundation was founded in 2006 and is run by a board of directors that includes business and community leaders, parents, arts education advocates, school administrators, and nonprofit veterans. The Foundation will build a \$10 million endowment that will provide an annual stream of funds for current arts education programs while building a secure source of funds for the future. The Foundation receives contributions from the community, parents, companies, and City, as well as earned income from events and fundraising partnerships.

### **Arts for All**

In 2004 the Burbank Unified School District became an *Arts for All* district, establishing itself as a leader in rebuilding and strengthening arts education in public schools. [Arts for All: LA County Regional Blueprint for Arts Education](#) is a national model that is making the arts a consistent and reliable part of our children's education, but it requires support from the entire community. In 2006, our board members mobilized to create the Burbank Arts For All Foundation which will support arts education in the BUSD in the four areas of music, visual arts, dance, and drama.

### **What The Bowman Grant Will Fund**

The Bowman Grant will fund up to 2 grants per year, (1) individual and (1) group in March 2011:

- one individual grant funded up to \$750
- one group grant funded up to \$3500

The Foundation will support quality, [Visual and Performing Arts \(VAPA\) Standards](#) based professional development to individuals and groups who provide direct instruction to students within the Burbank Unified School District. Instructional materials/equipment directly related to the VAPA training may also be funded as they relate to providing students instruction in the visual and performing arts. Instruction must be consistent with the [Burbank Arts for All Strategic Plan](#).

Specifically:

(1) The Foundation will only consider requests for funds to support professional development that:

- are curriculum-based
- are aligned to VAPA standards
- are based on an identified need
- have a direct connection to student learning
- for which the funds will be used within one calendar year
- are consistent with the Burbank Arts for All Strategic Plan

(2) The Foundation will give preference to requests for funds to support professional development that:

- are District-wide
- benefit a large number of students
- contribute to the comprehensive coverage of all VAPA standards at each grade level
- have matching funds identified or secured
- supports the integration or direct instruction of visual and/or performing arts in grades K-12
- includes planned leadership in sharing information with other site, parent, and or community groups
- are in partnership with arts organizations/individuals that are listed on [LAArtsEd.org](http://LAArtsEd.org) or other recognized professional arts organization

(3) The Foundation will not consider requests for funds to support professional development that:

- are extra-curricular
- do not meet all of the criteria in section (1)

### **Who Should Apply**

BUSD Principals, the Burbank District Arts Coordinator, BUSD Certificated Classroom Teachers, BUSD PTA Presidents, and BUSD Booster Presidents are eligible to apply for funds as it relates to the professional development of teachers. All Funding Requests for single-site projects must be signed by the site Principal, and all multi-site or District-wide projects must be signed by the District Arts Coordinator.

If you are requesting funds for a specific nonprofit arts organization to provide services in one or more schools, the organization may assist you in the completion of the Fund Request Form.

### **How To Apply**

The 2011 Bowman Professional Development Grant deadline will be March 15. Fund Request Forms are available for download on the Foundation website at [www.BurbankArtsForAll.org](http://www.BurbankArtsForAll.org) and should be submitted via e-mail to [Funding@BurbankArtsForAll.org](mailto:Funding@BurbankArtsForAll.org), via fax to (818) 276-8474, or via mail to P.O. Box 1356, Burbank, CA 91507. Requests will be evaluated and recipients selected by the BAFA Grant Review Committee. Recipients of funds will be notified of the outcome of their request by April 15, 2011.

Before submitting each request the applicant must receive approval from the BUSD site Principal or designated administrator, as evidenced by the signature line at the end of the Fund Request Form. This pre-approval is necessary to ensure that all Foundation-supported arts education programs are consistent with the [Burbank Arts for All Strategic Plan](#) and in line with each school's arts education needs and priorities.

### **Payment of Funds**

Each site Principals may designate the appropriate payee on the Fund Request Form (e.g. school site, BUSD, PTA, Booster, etc.)

### **After Funding**

Each funds recipient must complete a short Program Evaluation Form within 60 days of the end of the funded professional development. No new funds will be awarded to successful applicants in subsequent years unless the Program Evaluation Form is received.

*See next page for **Fund Request Form**.*



## BURBANK ARTS FOR ALL BOWMAN PROFESSIONAL DEVELOPMENT GRANT FUND REQUEST FORM

Please read the *Fund Request Guidelines* prior to completing and submitting this form. The Foundation will only support quality, [Visual and Performing Arts \(VAPA\) Standards](#) aligned, arts education programs and instructional materials that reach students in an equitable manner and that are consistent with the [Burbank Arts for All Strategic Plan](#).

### Project Title

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### Requester's Information

Full Name: \_\_\_\_\_  
Title/Position: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_  
School Name(s): \_\_\_\_\_  
Art. Discipline: \_\_\_\_\_

Applying for:  Individual Grant up to \$750  
 Group Grant up to \$3500  
How many in your group? \_\_\_\_\_  
Names of all members of group:

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### Professional Development Description

Objectives:

Activities:

Number of Students / Grade Level and / or Course Impacted as a result of participation in Professional Development:

How will you assess and evaluate the outcomes generated as a result of these funds?

Which area(s) of the Burbank Arts for All Strategic Plan would this Professional Development address?

**Project Nonprofit Partner**

If a nonprofit arts organization has been identified to deliver project services, please list organization/artists name(s) and contact information below.

**Project Cost**

**For your application to be considered you must attach a detailed project budget. Be sure to note which categories will be funded by the Bowman Grant and those that will be funded by matching funds.** Categories might include: registration fees, transportation, materials/ equipment related to Professional Development implementation, consultant fees, and/ or course tuition.

**Payment of Funds**

If funded, to whom would you prefer the check is made payable? (E.g. school site, BUSD, PTA, Booster). Please indicate the name of the entity below.

**Matching Funds**

Have you identified or secured matching funds for this project? If so, please explain.

**Submission**

Please email this Fund Request Form to [Funding@BurbankArtsForAll.org](mailto:Funding@BurbankArtsForAll.org), fax to (818)276-8474, or mail to BAFA, P.O. Box 1356, Burbank, CA 91507. This requests will be evaluated according to the following deadline: **March 15, 2011**. Applicants will be notified of the outcome of their request within by April 15, 2011.

Applicant Name: \_\_\_\_\_

School Principal(s): \_\_\_\_\_

Submission Date: \_\_\_\_\_

BUSD Arts Coord.\*: \_\_\_\_\_

\*(for District-wide or multi-site projects)

***Thank you for all you do for Burbank students!***



**BURBANK ARTS FOR ALL  
BOWMAN PROFESSIONAL DEVELOPMENT GRANT  
PROGRAM EVALUATION FORM**

*Please complete this short Program Evaluation Form within 60 days of completion of the funded project. No new funds will be awarded to successful applicants in subsequent years unless this Evaluation Form is received. Please submit via email to [Funding@TheBurbankArtsEd.org](mailto:Funding@TheBurbankArtsEd.org) or fax to (818) 276-8474.*

**Project Title**

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**Recipient's Information**

Full Name: \_\_\_\_\_

Title/Position: \_\_\_\_\_

School Name: \_\_\_\_\_

1. How did you assess and evaluate the outcomes generated as a result of these funds?

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2. Did the professional development meet the objectives as described in the Fund Request Form?

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3. How did this professional development enhance your integration or direct instruction of visual or performing arts?

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4. How did this professional development enhance student learning?

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5. If services were provided in your school(s) by an arts organization, did that organization's performance and services meet your needs and expectations?

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5. Do you have any feedback on Fund Request process, etc.?

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