THE UNIVERSITY OF NORTH TEXAS  
COLLEGE OF VISUAL ARTS AND DESIGN  
Summer 3-WEEK 2018  

ART 4570.001/5900.770  
Grantwriting & Arts Funding  
Th 12-8 P.M.  
Room GAB 438  
& Online Blackboard Assignments  

INSTRUCTOR: DR. LAUREN CROSS  
OFFICE: ART 224E  
OFFICE HOURS: Th 11a.m.-12 p.m.  
EMAIL: PLEASE EMAIL THROUGH BLACKBOARD  
(Note: Correspondence sent via Blackboard Messages instead of the course email tool will not be answered)  

COURSE DESCRIPTION:  
ART 4570. Interdisciplinary Topics in Art. 3 hours. (0;0;3-6) Study of advanced art topics, incorporating content related to multiple art disciplines. Topics include advanced issues in art direction/photography; typographic issues for fine artists; and parallels in art, culture and dress. Prerequisite(s): consent of instructor. May be repeated for credit as topics vary.  

ART 5900 Special Problems. 3 hours. Conference courses open to advanced students capable of doing independent research under the direction of the instructor. Not to be registered for except when other graduate courses are not available. Registration permitted only with consent of school. A maximum of 3 semester hours of credit for each course.  

REQUIRED TEXTBOOK:  
3. Additional assigned articles/chapters/essays posted on Blackboard (Bb).  

COURSE CONTENT:  
This course revolves around the study of grant writing and arts funding strategies for artists, creatives, and arts organizations. In addition to learn key terms and concepts within arts fund development the course will include hands-on activities, field experiences and guest speakers with development professionals  

COURSE OBJECTIVES LEARNING OUTCOMES:  
Students will:  
1. investigate the nature of fundraising and fund development for artists, creatives, and arts organizations.  
2. discover the role of arts development professionals through guest lectures with industry professionals and discussions of arts funding methods.  
3. examine the philosophical, historical, and ethical dilemmas of fundraising arts projects.  
4. test knowledge of course concepts, terms, and themes through course quizzes.  
5. present strategic funding plan for student initiated project in oral form.  
6. reflect on course readings and funding ideas in an electronic journal.
COURSE STRUCTURE:

Attendance/Class Preparation: Students should come to class prepared to engage in class discussion by: 1) Reading all assigned course readings before class 2) Engaging in respectful and insightful with lectures, class discussions, guest speakers, and all course activities 3) participating in all required out-of-class activities.

Online Quizzes: multiple-choice quizzes on key course terms and concepts

In-Class/Online Discussion: Discussion-based learning will be the primary mode of teaching in this class, which will be prompted by brief presentations/lectures and online discussion board activities on assigned course readings and topics. Your participation in class discussion is required and vital to your success in the course. Students should come to class prepared to discuss course readings in order to receive credit for class participation.

Active Learning/Collaborative Learning Activities: As a extension of our class discussions, students will also engage in active and collaborative learning activities in class in order to engage course topics in innovative ways.

Fieldwork Requirement:
Select class time will be dedicated to required field experiences in the DFW area (See the syllabus schedule for dates of scheduled trips). As a part of the field work requirement, students will be required to keep an electronic photo-voice journal to document and reflect on their field experiences, which will be hosted on Blackboard (Bb). Students will be assigned a selection of reflection questions to complete for each fieldwork trip in their Photo-Voice Journal. See the STUDENT EVALUATION section of the syllabus for more information about the Photo-voice Journal assignment.

Fieldwork trips are required. Students who are not able to travel with the rest of the class will need to make arrangements to visit the assigned exhibitions and artspaces independently and turn in Photo-voice Journal assignments by the class deadline. Note: Students will be responsible for arranging their own transportation to sites within the region. A discussion board forum will be dedicated to coordinating public transportation (i.e., DART, DCTA) and/or carpooling, which is recommended.

STUDENT EVALUATION (OR GRADING):
The grading system for the course is the following:
Participation (In-Class Activities) (100 per class session x 3)….300
Quizzes (50 per quiz x 2 )..........................100
Discussion Board (25 x 2)........................50
Strategic Funding & Tool Implementation Plan.............50(undergraduates)/100(graduate students)
Photo-voice Journal (100 per entries x 3).............300
Total Possible Points 700(undergraduate students)/800(graduate students)

TECHNOLOGY/BLACKBOARD: COMMUNICATION, READINGS AND ONLINE MATERIALS:
This course will use technology and Blackboard to distribute supplemental course materials, to collaborate online, to turn in course assignments and quizzes, and to access grades. Students should plan to bring a laptop or tablet with access to Word and the internet to work on assignments in class. Students will use the email tool in Blackboard to get in contact with the instructor. Under no circumstances are students allowed to send mass emails to the rest of the class. Direct all questions for the class to the instructor. You can access Blackboard at http://learn.unt.edu using your university login and password. You can find support using Blackboard at the UNT Helpdesk on the web (http://helpdesk.unt.edu) by email (helpdesk@unt.edu) or by phone (940) 565-2324.
PARTICIPATION (IN-CLASS ACTIVITIES) (up to 100 points per class session x 3 session): An important component of the class will be active and collaborative learning exercises and discussion. Your attendance and participation in class exercises and discussions is required. Exercises allow opportunities for impromptu reflections on readings and engagement with classmates. Participation points are earned not only through attendance but completing and participating in in-class assignments.

ONLINE QUIZZES (50 per quiz x 2): Multiple Choice Quizzes on key course terms and concepts on Blackboard. Quizzes will be opened on Fridays and due on Mondays by 11:59 p.m. Quizzes are untimed and can be retaken multiple times.

DISCUSSION BOARD ACTIVITIES (Up to 50 points): During Week 1 & 2, students will engage in discussion board activities that allow students to reflect on a wider discourse on arts funding with classmates. During discussion board activities, students have the opportunity to contribute fundraising ideas and possible tools to the course.

PHOTO-VOICE RESEARCH JOURNAL (300 points):
Photo-voice is a critical method of research that allows the researcher or research participant to “show and tell” their interpretations and experiences. Over the course of the semester students will reflect on their interpretations of course readings, guest lectures, field experiences, and overall course experiences, which will be housed in an electronic photo-voice journal on Blackboard (Bb). Photo-voice journal entries are not audio-based (despite the name), but are reflections that combine photographs that reflect your experiences. Then, students will write written reflections that describe your reflections. Each photo-voice journal should include:

1. 3 x Photographs that reflect your interpretation of course readings, guest lectures, field experiences, etc. Photographs can be as literal or reflective as needed.
2. Narrative Summary: 200 word written narrative that describes the nature of your visual interpretations and your impressions on readings, lectures, and field experiences.
3. Application: 3 bullet points outlining ways you can apply what you have learned.
4. MLA: Use correct MLA format in your presentation & slide notes (i.e., in-text parenthetical citations and Works Cited slide to support your claims).
   Worth up to 100 points per entry

STRATEGIC FUNDING & TOOL IMPLEMENTATION PLAN (100 points):
Students will develop a strategic funding plan (instructor will provide worksheet) based on individual funding goals and must identify and implement at least three funding tools that can be developed by the end of class. On May 31, all students will briefly report on the funding tools they have implemented as a result of the course.

SYLLABUS POLICY 06.049: Please go to the following link for a copy of the policy: https://policy.unt.edu/policy/06-049

ATTENDANCE POLICY: A class attendance sheet will be passed around before the end of every class session. As a Maymester class, students are not allowed absences without it negatively impacting your grade. On a case by case basis the instructor may work with students to make up assignments as a result of one missed class. Excused absences, such as as a result of medical emergencies must be documented and approved by the Dean of Students office and then submitted in writing to the instructor no more than 48 hours after the absence.

ACCEPTABLE STUDENT BEHAVIOR: Student behavior that interferes with an instructor’s ability to conduct a class or other students' opportunity to learn is unacceptable and disruptive and will not be tolerated in any instructional forum at UNT. Students engaging in unacceptable behavior will be directed to leave the classroom and the instructor may refer the student to the Dean of Students to consider whether the student's conduct violated the Code of Student Conduct. The University's expectations for student conduct apply to all instructional forums,
including University and electronic classroom, labs, discussion groups, field trips, etc. The Code of Student Conduct can be found at deanofstudents.unt.edu/conduct.

**ACADEMIC INTEGRITY STANDARDS AND CONSEQUENCES:** According to UNT Policy 18.1.16, Student Academic Integrity, academic dishonesty occurs when students engage in behaviors including, but not limited to cheating, fabrication, facilitating academic dishonesty, forgery, plagiarism, and sabotage. A finding of academic dishonesty may result in a range of academic penalties or sanctions ranging from admonition to expulsion from the University. [Insert specific sanction or academic penalty for specific academic integrity violation].

**ADA ACCOMMODATION STATEMENT:** UNT makes reasonable academic accommodation for students with disabilities. Students seeking accommodation must first register with the Office of Disability Accommodation (ODA) to verify their eligibility. If a disability is verified, the ODA will provide a student with an accommodation letter to be delivered to faculty to begin a private discussion regarding one’s specific course needs. Students may request accommodations at any time, however, ODA notices of accommodation should be provided as early as possible in the semester to avoid any delay in implementation. Note that students must obtain a new letter of accommodation for every semester and must meet with each faculty member prior to implementation in each class. For additional information see the ODA website at disability.unt.edu.

**ACCESS TO INFORMATION—EAGLE CONNECT:** Students’ access point for business and academic services at UNT is located at: my.unt.edu. All official communication from the University will be delivered to a student’s Eagle Connect account. For more information, please visit the website that explains Eagle Connect and how to forward e-mail: eagleconnect.unt.edu/

**COURSE RISK FACTOR:**

According to University Policy, this course is classified as a category one course. Students enrolled in this course will not be exposed to any significant hazards and are not likely to suffer any bodily injury. Students will be informed of any potential health hazards or potential bodily injury connected with the use of any materials and/or processes and will be instructed how to proceed without danger to themselves or others.

Students who are pregnant or will become pregnant during the course of the semester are advised to check with their doctor immediately to determine if any additional risks are reason to postpone this course until a later semester. Upon request, your professor will provide a list of chemicals and safety issues for your doctor to review. Material Safety Data Sheets are available on all chemicals. It will be up to you and your doctor to determine what course of action to take.

**EMERGENCY NOTIFICATION & PROCEDURES:** UNT uses a system called Eagle Alert to quickly notify students with critical information in the event of an emergency (i.e., severe weather, campus closing, and health and public safety emergencies like chemical spills, fires, or violence). In the event of a university closure, please refer to Blackboard for contingency plans for covering course materials.

**SEXUAL DISCRIMINATION, HARRASSMENT, & ASSAULT**

UNT is committed to providing an environment free of all forms of discrimination and sexual harassment, including sexual assault, domestic violence, dating violence, and stalking. If you (or someone you know) has experienced or experiences any of these acts of aggression, please know that you are not alone. The federal Title IX law makes it clear that violence and harassment based on sex and gender are Civil Rights offenses. UNT has staff members trained to support you in navigating campus life, accessing health and counseling services, providing academic and housing accommodations, helping with legal protective orders, and more.

**CENTER FOR STUDENT RIGHTS AND RESPONSIBILITIES:** Each University of North Texas student is entitled to certain rights associated with higher education institutions. See www.unt.edu/csr for further information.
Weekly Class Schedule

Week 1 (May 14- May 21): An Introduction to Successful Fundraising in the Arts and Culture Sector
Read: Hopkins and Friedman, “Preface,” “Introduction,” “Chapter 6: Individuals” and “Chapter 8: Special Events”; Artspire, “Introduction to Strategic Planning.” and “Chapter 2: Organizational Strategic Planning and Artists”

Wednesday, May 16: Arts Funding in Context (Online)
Due: Introductions by 11:59 p.m.
Due: Week 1 Discussion Board 11:59 p.m.
Due: Photo-voice Journal Entry #1 11:59 p.m.

Thursday, May 17: Developing Your Plan
12-1 p.m.
Texas Fashion Collection on UNT Denton Campus
405 S. Welch Street, Suite 102, University of North Texas, Denton, Texas 76201
1-6 p.m.
Room: GAB 438
1-1:30 p.m. Introductions
2-3 p.m. Guest Speaker: Susan Sanders, Director of Development, CVAD, GAB room 438
3-4 p.m. Guest Speaker: Sonya Cisneros, Manager of Special Memberships/Events, Fort Worth Museum of Modern Art
4-5 p.m. Annette Becker, Director, Texas Fashion Collection
5-6 p.m. Texas Fashion Collection Grantwriting Project
6-8 p.m. Greater Denton Arts Council

Friday, May 18: Online Quiz 1
Quiz 1 Opens: Hopkins and Friedman, “Preface,” “Introduction,” ”Chapter 6: Individuals” and “Chapter 8: Special Events”; Artspire, “Introduction to Strategic Planning.” and “Chapter 2: Organizational Strategic Planning and Artists”

Week 2 (May 21-May 28): Identifying Funding Sources

Monday, May 21: Online Quiz 1
Quiz 1 Closes

Wednesday, May 23: Arts Funding Discussion (Online)
Due: Week 2 Discussion Board 11:59 p.m.
Due: Photo-voice Journal Entry #2 11:59 p.m.

**Thursday, May 24: Field Experience to Dallas & SAE Mixer**

12-4 p.m. Field Trip to Dallas/Cedars Art Union/South Side on Lamar Artist’s Quarters

6-8 p.m. SAE Mixer, Greater Denton Arts Council

**Friday, May 25: Online Quiz 2**


**Week 3: Strategic Funding & Implementation Plan**

**Monday, May 28: Online Quiz 2**

Quiz 2 Closes

**Wednesday, May 23: Arts Funding Photo-voice Journal Final Entry (Online)**

Due: Photo-voice Journal Entry #3 by 11:59 p.m.

**Thursday, May 31: Applying Your Plan**

**Room: GAB 438**

12-1 p.m. Courtney Harge, Fractured Atlas /Darian Dauchan, Actor/Musician

1-2 Charla Anderson, Cultural Programs Manager, City of Dallas/Office of Cultural Affairs

2-3 p.m. Shannon Roberts, Director of Development, Fort Worth Arts Council

3-4 Cassandra Porter, Founder, Optimism by Fire

**Room: Eagle Commons Library**

4-5 Jennifer Rowe, GrantSeeking Resources, Foundation Center Network collection/PIVOT

**Room: GAB 438**

6-8 p.m. Strategic Funding & Implementation Plan Presentations

**Note:** Please note that the above schedule is tentative; I retain the right to change the syllabus with or without notice.
STUDENT ACKNOWLEDGEMENT:

I (print) acknowledge that I have read the course syllabus. I understand the course structure, grading and attendance policies as well as the risk factor rating. I hereby agree to the syllabus and its provisions.

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12/09/12 rev.