

Allentown Arts Commission Project Grants

Request for Proposals

DATE August 6, 2025 | Application Deadline: October 1, 2025

The Allentown Arts Commission invites independent artists and nonprofit arts and cultural organizations to apply for grant funding to support projects with high community impact and engagement through the Program Title program.

Eligibility

- Independent artists must reside, work or teach in Allentown.
- Organizations must:
 - Promote arts and culture through their programming and mission.
 - Have 501(c)(3) nonprofit status or a fiscal sponsor.
 - Operate with an annual budget of less than \$200,000.
 - Be based in the City of Allentown.

Available Funding

- Grants will be awarded in amounts ranging from \$500 to \$2,000.
- A total of \$8,000 is available for granting.
- Funding is designated for projects that benefit residents within the City of Allentown.
- During this inaugural granting period, there is no funding match required.

Scope of Projects

- Open to all creative disciplines, including but not limited to music, theater, literary arts, dance, craft, visual arts, creative movement, film/video, audio recording, and digital arts.
- Projects must:
 - Be new or significantly reimagined projects/programs.
 - Involve community participation.
 - Encourage engagement from people with disabilities and underrepresented groups.
 - Align with Allentown Arts Commission's mission to support and advocate for the arts.
 - Benefit residents within the City of Allentown.

Recipient Expectations

- Use funding exclusively for project-related expenses.
- Engage the community meaningfully in the funded project.
- Communicate with the Allentown Arts Commission about timelines and grant activities.
- Credit the Allentown Arts Commission as a grant sponsor in promotional materials and publicity about the project.
- Collect feedback from participants.
- Demonstrate measurable community impact in the final report.
- Participate in at least one public presentation or sharing of project outcomes. The Allentown Arts Commission will work with grant recipients to facilitate this.

Timeline

- Information Session: week of August 18, 2025 [exact date TBD]
- Application Deadline: October 1, 2025
- Award Notification: November 1, 2025
- Project Implementation Period: November 1, 2025-December 31, 2025 [note: the project must be completed within this timeframe but does not need to extend for the entire duration]
- Final Report Due: January 31, 2026

How to Apply

Submissions should be emailed to louisholzmannnutrition@gmail.com with the following subject line: "Allentown Arts Commission Project Grant Application – YOUR LAST NAME." Please include all application components listed below as a single PDF attachment, with your last name in the file name.

- A written statement that includes:
 - Project description, goals, and timeline.
 - A description of how the project will benefit residents within the City of Allentown.
 - Explanation of community impact and engagement strategies.
 - Marketing/communication plan to engage participants (if applicable).
 - Any accommodations you or your team anticipate needing.
- Detailed budget outlining use of grant funds, including additional funding sources secured for the project.
- Artist or organizational bio, including relevant experience and link to portfolio with examples of previous work.
- If applicable, also include:
 - Documentation of nonprofit status.
 - Letters of support from partners or collaborating organizations.
 - If working with minors, provide copies of PA clearances.

Evaluation Criteria

Proposals will be evaluated by Allentown Arts Commission based on the following:

- Submission of all required proposal materials as outlined in this RFP.
- Community Impact: Extent to which the project fosters engagement and addresses community needs, particularly for City of Allentown residents.
- Artistic Merit: Creativity, quality, and vision of the proposed project.
- Feasibility: Realistic scope, timeline, and budget.
- Inclusion and Accessibility: Efforts to meaningfully involve diverse audiences and participants.

Contact Information

For questions or additional information, please contact Louis Holzman, Art Commission Chair at louisholzmannnutrition@gmail.com.

About the Allentown Arts Commission

The Arts Commission champions public artistic programs, elevates awareness of fine and performing arts, and advises the City on cultural development in Allentown. Our mission involves fostering equitable arts participation, enlivening the urban landscape, and promoting arts engagement for every resident.

Established by ordinance, members are appointed by the Mayor with Council's approval. (Membership: 15, appointed to staggered 5-year terms)

The Commission meets regularly on the first Wednesday of each month at 8:00 a.m. in Allentown City Hall, Conference Room 5-1. These meetings, open to the public, are also available for remote participation. Join by calling in: Dial-in: (US) +1 585-491-9131 PIN: 577 353 456#.