



Colorado Creative Industries  
1600 Broadway, Suite 2500  
Denver, CO 80202

## CHANGE LEADER CERTIFICATION PROJECT GUIDELINES

### PURPOSE

Participants who complete the Change Leader Institute are encouraged to be formally certified in the program by designing and completing an arts or creatively-focused community project. Applicants will utilize the concepts learned at the Institute to act as a catalyst for change within their organizations and/or communities. After examining their environment to identify a need or problem, each Change Leader will plan a response, engage others, identify resources, negotiate with stakeholders and adjust plans for the project as necessary to implement change.

### OBJECTIVES

- To actively engage each participant in the material presented at the Change Leader Institute
- To support community-based projects that address social/community needs and build collaborative partnerships
- To support cultural activities that may contribute to increased community, social or economic outcomes
- To facilitate leadership growth through coaching and collaboration
- To celebrate the accomplishments of each participant

### CERTIFICATION PROJECT

Projects bring creative solutions to social and community needs. Activities can range from art projects to targeted community participation by artists or members of arts organizations. Each project is unique.

Examples include but are not limited to:

- Supporting local civic engagement using arts as a medium
- Implementing a creative activity using the Change Leader network as a collective volunteer pool or collaborative partners
- Illustrating the impact of the arts and artists in meeting social/community needs through targeted activities that are not part of regular organizational programs
- Building value and increasing connections among diverse groups in their respective communities
- Raising awareness of and creating a stronger sense of unity within the Change Leader network and the creative sector through media and other public relations

### PROCESS:

To become a Certified Change Leader, applicants will submit a project proposal for approval by Colorado Creative Industries staff and Change Leader facilitators. The applications are reviewed on a year-round basis. Notification of approval or constructive suggestions for improvement will be communicated to the applicant within 30 days of submittal.



## **FUNDING**

A benefit of the Change Leader Program, Colorado Creative Industries will provide modest one-time funding of up to \$500 to help Change Leaders with the planning and implementation of their identified certification project. This grant is intended to be used as “seed money” and to assist the leader in attracting any other funds necessary to complete the project. Matching funds are not required but are encouraged.

### **CRITERIA FOR FUNDING:**

- The project illustrates the use of the Change Leader Institute material
- The project addresses the impact of arts/culture in meeting a social, organizational or community need
- The project assists Change Leaders with increasing connections in their communities
- The project is informed by local civic engagement
- The Change Leader is acting as a chief organizer

### **Award money may NOT be used for:**

- Projects that are part of the regular programming or services of the Change Leader’s organization
- Applicant personal gain
- Debt reduction
- Projects that are receiving other Colorado Creative Industries funding
- Purchase of alcoholic beverages
- Projects focusing on a sectarian or single religious viewpoint

### **To complete Certification:**

Once the project is substantially complete, applicants will submit a Final Report and present their project to their peers at a Change Leader Convening. Requirements are:

- Complete a short online Final Report detailing how the funds were spent and the project outcomes
- As part of the Final Report, submission of a PowerPoint presentation demonstrating the project. Detailed specifications, options for the presentation and deadlines will be provided. (Submission indicates agreement by awardee that presentations and/or photos may be used in CCI promotional materials or on the CCI website)
- Attend CCI’s annual Change Leader Convening and present their project to their peers
- Use the Colorado Creative Industries logo in all promotional materials

## **CHANGE LEADER CONVENING**

The Change Leader Convening is held annually in conjunction with Colorado Creative Industries' Summit and provides continued networking and high-level educational opportunities for Change Leaders. The conference includes a ceremony in which Change Leaders present their Certification Projects and receive certificates of completion.

For content questions, contact one of your Change Leader facilitators or Sheila Sears. For technical support contact Sami Wells at [sami.wells@state.co.us](mailto:sami.wells@state.co.us)

