

2012 Arts & Cultural Council for Greater Rochester DEC Individual Artist Projects 2012

A program of the Arts & Cultural Council for Greater Rochester, Inc. made possible with funds from the New York State Council on the Arts and the New York State Legislature for Individual Artists in Monroe County
COMPLETE GUIDELINES FOR 2012

A large print version of this document is available upon request.

Grants due by 5 p.m. Thursday, November 3, 2011.

If there are any accommodations that the Arts & Cultural Council can provide to facilitate your participation in the Individual Artist Grant Program, please call Jennifer Hale at (585) 473-4000, ext. 208.

● **THE INDIVIDUAL ARTIST PROJECT GRANT** is a competitive arts grant program that provides financial assistance to performing, visual, or literary artists in Monroe County for community-based arts activities. Three (3) grants of up to \$2,000 will be awarded for specific projects resulting in new work created between January 1, 2012 and December 31, 2012.

PROGRAM PRIORITIES: Individual Artist Projects need to result in new work that involves community members in its creation. This grant program funds the creation of new work, not performance, or exhibition. Although this grant does not fund performance or exhibition, grantees are encouraged to seek venues to showcase their work.

The Arts & Cultural Council for Greater Rochester (ACCGR) administers the Individual Artist Project Program with public funds from the Decentralization Program of the New York State Council on the Arts (NYSCA) and the New York State Legislature. This grant program exists to support professional fees for the artist, along with cost of materials and supplies. Applicants must make their projects accessible to the public and hold their events at accessible sites.

● **Information meetings** provide an understanding of the Arts & Cultural Council Individual Artist Project guidelines and the mechanics of the application form. You may also meet with Arts & Cultural Council staff to discuss your project.

Please call Jennifer Hale at (585) 473-4000, ex 208, or email jhale@artsrochester.org to reserve a space at a seminar listed below or to schedule a meeting to discuss your project.

Individual Artist Program Application Seminars:

Monday, September 26, 2011, 10:00 AM
Friday, October 7, 2011, 1:00 PM

● **Deadline**

Applications must be received – not postmarked – in the Arts & Cultural Council office not later than **5 PM on Thursday, November 3, 2011**. Early submissions are encouraged. *Applications received after the deadline will not be considered.* Applications WILL NOT be accepted late, incomplete, faxed, e-mailed, or on disc.

Mail or hand-deliver materials to:

Arts & Cultural Council for Greater Rochester
Attention: Jennifer Hale
277 N. Goodman Street
Rochester, NY 14607

● **Maximum funding support is** approximately \$2,000 and depends on the final amount determined by the New York State Council on the Arts. If the cost of your project exceeds that amount, you will need to demonstrate other sources of income.

● **Individuals who previously received funding for the DEC Individual Artist Grant are eligible** to apply again.

Each application is reviewed in the context of the current program guidelines, funding priorities, and evaluative criteria. Past funding is not a guarantee of additional funding.

● **Basic Eligibility**

- Artists whose arts or cultural projects take place between January 1 and December 31, 2012
- Individual artists who have resided in New York State for at least one year prior to the deadline, currently residing in Monroe County, who are 21 years of age or older at the time of application, and are not currently enrolled in a degree program.
- Artists who have complied with all reporting requirements of past ACCGR grants.

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● What will the panel consider?

The panel will make funding recommendations based primarily on the following criteria:

- Artistic merit and quality of artist's past work demonstrated by artistic sample
- Quality and feasibility of proposed plan, demonstrating clarity, purpose and innovation
- **Quality of community engagement in artistic creation**
- Realistic goals and objectives
- Demonstrated ability to organize, implement, and successfully complete proposed program
- Clearly planned, **itemized** budget

● What types of activities are not eligible for support?

- Programs taking place outside of Monroe County
- Art programs that are recreational, rehabilitative, or therapeutic (e.g. magic shows, bubble blowing, balloon art, juggling, clowns, art therapy)
- Projects taking place primarily or exclusively in school. ACCGR DEC funds cannot be used for arts/artists-in-school programs. Core components of programming may not take place in schools, during school hours, or directly following the school day as part of an after-school program. Programs may take place on school property, as long as they are open to the public and not designed in conjunction with school-based activities.
- Projects that are targeted for home school participants
- Projects that are directed exclusively at at-risk populations and not open to the public
- Project requests for deficit funding and capital expenditures, including property or equipment purchases

- Expenditures for the establishment of new organizations
- University faculty and staff are not eligible to receive DEC artistic funding for projects that are affiliated with their institutions
- Fellowships and scholarships
- Projects where DEC funds are paid to students of universities, high schools, middle or elementary schools, or the use of children as professional artists
- Cash prizes or awards to students
- Administrative costs unrelated to the proposed project
- Entertainment costs such as parties, openings, receptions, and fundraisers
- Activities and programs which cannot be completed between January 1 and December 31, 2012
- Operating expenses of privately owned facilities (i.e. homes and studios)
- Acquisitions of works of art
- **Programs that do not include community engagement in the creative process**

● Is technical assistance available?

YES. Technical assistance is provided at the Application Seminars. In addition, ACCGR staff can work with you individually to answer questions related to your request, and can provide general preliminary feedback if received no later than Thursday, October 27, 2011. Staff feedback does not represent a commitment of any kind.

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● The Arts & Cultural Council notifies all applicants by mail regarding the status of their applications after approval. This usually occurs by the end of December.

● Artistic Sample

Please submit one copy of your artistic sample:

Acceptable formats include:

- Visual artists: Panel will review up to 10 images, clearly labeled with name of artist, medium and dimension of work. Images may be printed or digital files on CD or DVD. Note: slides are no longer accepted as artistic samples.
- Media artists: Panel will review up to 3 minutes of a VHS tape or DVD, clearly labeled with name of artist and work. No other video formats will be accepted. Cue tapes or indicate tracks.
- Performing artists: Panel will review up to 3 minutes of an audio cassette tape, CD, VHS tape, or DVD, clearly labeled with name of artist, work performed, origin of work, etc. Cue tapes or indicate tracks.
- Literary artists: Panel will review up to 20 pages of your samples of work. Please attach a sample of your work to each of the ten copies of your proposal.

● Budget

Please determine the cost of your artist fee and any materials and supplies that you will need to carry out your project. Artist fees may vary up to and including the \$2,000 depending on the proposed project expenses. Artists are encouraged to include their fees.

Equipment should be rented, not purchased.

If your project costs exceed \$2,000, you will need to include other sources of income.

Sample Budget:

Expenses:

Artist Fee \$ _____

Consumable Art Supplies \$ _____
(Provide itemized list)

Other Expenses \$ _____
(Provide itemized list)

TOTAL PROJECT COST \$ _____

Income \$ _____
(Other than grant)

Grant Request \$ 2,000

Your budget must be balanced. Expenses must equal income.

● ACCGR Individual Artist Project Checklist

Remember to put your name on each page of your application. Label all attachments with your name, address, and phone number. Incomplete or late applications will not be accepted.

Complete application package consists of:

- Application form, including narrative and budget**
(1 labeled "original" plus 9 additional copies)

Attachments:

- Artist Resume**
(10 copies total)
- Letters of support**
(10 copies total)
- Permits (if necessary)**
(10 copies total)
- Artistic sample**
(1 copy, unless submitting literary artistic sample, then 10 copies)

Please collate and binder-clip each application with all attachments.

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ALL GRANT APPLICATIONS MUST BE RECEIVED BY the Arts & Cultural Council BY 5 PM on Thursday, November 3, 2011

Please call Jennifer Hale at (585) 473-4000, ext. 208 with any questions regarding the Individual Artist Grant Program.

This grant program is offered contingent on the Arts & Cultural Council for Greater Rochester's receipt of funding. The Arts & Cultural Council reserves the right to cancel the grant programs at any time.