About

Individual Artist grants support the creation of new work by an individual artist in a community setting. The goal of this grant is to support the creative work of individual artists in all disciplines while highlighting the role of artists as vital members of the community. These grants are made possible with public, Decentralization funds from the New York State Council on the ARTS (NYSCA), a state agency, and administered locally by The ARTS Council of the Southern Finger Lakes (The ARTS Council).

Grant Criteria

Grants are awarded via a merit-based review process based upon the following criteria:

- Artistic or Cultural Merit
- Feasibility
- Community Impact
- Strength of Artistic Work Sample
- Local Outreach
- Accurate & Practical Budget

Applicant Eligibility

Individual artist residing in Chemung, Schuyler, Steuben, or Tioga county are eligible for this program. Artists under 18 years of age and/or enrolled in a higher education degree program are not eligible to apply. See addendum for more details on applicant eligibility.

Project Eligibility

Projects may include exhibitions, site-specific works, installations, performances, or any other events or activities that are accessible to the general public and occurring during the 2020 calendar year. Visual, literary, media, musical, multi-dimensional, and performing artists are all encouraged to apply.

The project must engage a segment of the community through a public program, such as an exhibition or performance that is open to the public, and projects must take place in the same county where the applicant resides. The project may also involve the community in the creative process and development of the project. See addendum for more details on project eligibility.

Grant Amount

Grants are for $2,500. Up to four grants may be awarded. Partial awards are not given.

Funding Eligibility

Funding can pay your artist stipend, consumable materials and supplies, mileage, site preparation, and
any other expenses directly related to the planning, creation, and completion of the project outlined in the grant request.

Applications requesting more or less than $2,500 will not be considered. Applicants may only submit one application to the Individual Artist Grant. However, if eligibility requirements are met, applicants can still apply for up to $2,500 from either the Community Arts or Teaching Artist grant programs. See addendum for more details on funding eligibility.

**Application Process and Deadline**

The application deadline is 11:59pm on Friday, October 25, 2019. Applications are submitted online through our online application system at [https://earts.submittable.com/submit](https://earts.submittable.com/submit).

The completed application consists of the following:

- Applicant Information
- Project Information & Narrative
- Budget Information, Narrative, & Form
- Letter of Partnership (if applicable)
- Artist(s) Resume, Bio, or CV (typed in narrative form or attached)
- Artistic Work Samples
- Marketing Materials

**Application Narratives**

There are two narratives with this application – a project narrative and a budget narrative.

Make each narrative thorough, clear, and concise. Budget narratives and budget forms must match. The following is suggested information to include in your narratives:

- Detailed Project Summary - Who, What, When, Where, Why
- Goals and what you hope to achieve
- The project's feasibility, accessibility, management, and evaluation
- The involvement of the community in this project
- How you will market this project
- Detailed funding request reflecting everything in the budget
- How your project will be adapted with partial funding

**Application Assistance**

New applicants are required to participate in an online webinar or in-person application review session.

Returning applicants are strongly encouraged to participate as grant components and requirements may change from year to year.

The schedule and locations are available on our website. Advanced registration for webinars is required. RSVPs for application review sessions are required. In the event less than 3 RSVPs are received, the application review session will be canceled. Assistance is also available in-person, by email, or by phone prior to the deadline.

It’s highly recommended that applicants take the opportunity to submit an application draft via email at least 1 week before the deadline. Please note the Grants Manager will not have time to look at last minute
The ARTS Council of the Southern Finger Lakes

2020 Individual Artist Grant Guidelines

drafts. Application drafts will be reviewed for clarity and with an eye towards the evaluative criteria, not for copyediting and rewriting.

At the request of an applicant, the Grants Manager can make requested changes to an applicant’s submitted application up until the deadline. After the deadline, no changes can be made and the Grants Manager will not review applications for completeness.

Contact the Grants Manager at chris@earts.org or 607-962-1332 x205 for more assistance.

Review Process

A review panel consisting of artists and other community members evaluates each application and recommends funding. When considering proposals from previously funded applicants, upon request reviewers can be furnished historical records. Panel recommendations are presented to The ARTS Council’s Board of Directors for review and approval of all funding decisions.

Support of an artist in the past does not imply or guarantee that an applicant’s project will be funded. Applications are reviewed each year in the context of the evaluation criteria and available funding and evaluated competitively against other requests.

The ARTS Council’s staff does not make funding decisions. Although the Grants Manager facilitates the panel meetings, he does not state opinions or make recommendations to the panel. Any previous recommendations or assistance made to an applicant in no way constitutes a guarantee of funding and may not reflect the panel’s opinions.

Award Notification & Distribution of Funds

Funding is subject to the availability of funds from the New York State Council on the Arts. All applicants will receive award notification and feedback via email by the end of December. Successful applicants will receive their funds once a signed acceptance agreement is returned. Email is preferred.

About The ARTS Council

The ARTS Council of the Southern Finger Lakes (The ARTS Council) is a regional arts services organization located in the Southern Tier of New York State serving artists of all disciplines, organizations, and the public in Chemung, Schuyler, Steuben, and Tioga counties and beyond. Further information is available at www.eARTS.org.
Addendum: Detailed Eligibility Information

Consult the Grants Manager to determine if your application meets all eligibility requirements. The following will make your application ineligible and not considered for funding:

**Applicant**

- Applied directly to NYSCA in 2019, regardless of funding status
- Failed to submit final reports for past funding
- Exclusively serves a student audience (in-school, curriculum based) with no public component
- Is an unincorporated group, nonprofit, or unit of local government
- If a new applicant does not attend a required application seminar or webinar
- Does not submit an application and required documents through the online application system.

**Project Proposal**

- Takes place outside the county where the applicant resides
- Specifically targets home-school participants
- Involves partners that apply directly to NYSCA. NYSCA grantee may offer their venue gratis. The applicant may pay for direct costs related to venue use, however, the NYSCA grantee cannot handle ticketing or make a profit from the program. The program cannot be advertised as part of the NYSCA grantee’s season/programming.
- Proposes non-arts activities
- Proposes the acquisition of artwork
- Proposes paying children or students (primary, secondary, higher education) as professional artists
- Proposes paying cash prizes or awards
- Proposes paying administrative costs unrelated to proposed project
- Proposes projects that are intended as recreational, rehabilitative or therapeutic
- Proposes activities and programs that cannot be completed between January 1 and December 31, 2020
- Proposes projects that are not accessible to the general public
- Proposes, as the primary benefit, the financial gain of an individual or organization
- Proposes support of commercial arts, martial arts, journalism and entertainment (such as balloons, clowns, bubble presentations and/or magicians)

**Funding Request**

- Is not $2,500
- Supports expenses not related to this project
- Finances fellowships and/or scholarships
- Project income exceeds project expenses
- Subsidizes entertainment costs (e.g. theater parties, gallery/museum openings, receptions)
- Supports fundraising activities