



**Council on  
the Arts**

## 2022 Individual Artist Grant Guidelines

The ARTS Council of the Southern Finger Lakes  
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### About

Individual Artist grants support the creation of new work by individual artists residing in Cattaraugus, Chemung, Schuyler, Steuben, and Tioga counties. 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, State Community Regrant (SCR) 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 based upon the following criteria:

- Artistic and/or Cultural Merit
- Strength of Artistic Work Sample
- Community Accessibility to Created Work
- Managerial & Fiscal Competence

Priority is given to the following:

- Projects that advance diversity, equity, and inclusion
- Clear, concise, and complete applications

### Grant Amount & Funding Eligibility

Grants are from \$1,000 to \$2,500.

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 artwork, and its delivery to the public.

Applicants may submit up to three (3) funding requests in any combination of Community Arts, Teaching Artist, and Individual Artist grants totaling no more than \$5,000. There is no required match.

See addendum for more details on funding eligibility.

### Applicant Eligibility

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

## Project Eligibility

Created artwork may be visual, literary, media, musical, multi-dimensional, or performance in nature. All created artwork must be made accessible to a segment of the community through a public program, whether in-person or virtually. Examples include exhibitions, websites, site-specific works, installations, performances, or any other activities or platforms that can be accessible to the general public. Audience sizes can be limited in scope to meet New York State COVID-19 guidelines.

NYSCA applicants may offer their venue gratis, handle ticketing, and provide other support for the project, however projects cannot financially benefit direct NYSCA applicants. The project also cannot be advertised as part of the NYSCA applicant's official season/programming and must clearly use the provided credit language indicating that it is a DEC funded project.

See addendum for more details on project eligibility.

## Application Process and Deadline

The application deadline is 11:59pm on Friday, December 10, 2021. Applications are submitted online through our online application system at <https://earts.submittable.com/submit>.

The completed application consists of the following:

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

Suggested information to include in the narrative questions is found in the application.

## Review Process

A grant panel consisting of community members evaluates each application in the context of the evaluation criteria and available funding and evaluated competitively against other requests. A separate panel process will convene solely for Cattaraugus County applicants.

Based on these evaluations, The ARTS Council will assign an applicable dollar amount. The ARTS Council, however, does not make any evaluative decisions or make recommendations to the grant panel.

When considering applications from previously funded applicants, upon request, panelists will be furnished historical record.

Prior support does not imply or guarantee that an application will be funded. Additionally, assistance or recommendations made to an applicant doesn't guarantee funding and may not reflect the panel's decisions.

The ARTS Council's Board of Directors will preview panel decisions but cannot change the decisions.

## Application Assistance

All applicants are encouraged to discuss their projects with the Grants Manager before submitting their applications. The Grants Manager will also conduct a series of grant information sessions, including creating support videos, covering a variety of topics. Applicants are strongly encouraged to attend one or more of these sessions. The schedule can be found on our website.

It's highly recommended that applicants take the opportunity to submit an application draft via email at least 1 week before the deadline. Application drafts will be reviewed for clarity and with an eye towards the evaluative criteria, not for copyediting and rewriting. Please note the recommendations of the Grants Manager may not align with the grant panelists. The Grants Manager will not have time to look at last minute drafts.

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. The Grants Manager will not review submitted applications for completeness.

Contact the Grants Manager at [chris@eARTS.org](mailto:chris@eARTS.org) or 607-962-1332 x205 for more assistance.

### **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 January, 2022. 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. Further information is available at [www.eARTS.org](http://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 for 2022 funding, regardless of funding status
- Failed to submit final reports for completed, DEC funded grant applications.
- Is an unincorporated group, nonprofit, or unit of local government
- If an applicant does not discuss their project with the Grants Manager in advance of submission
- Does not submit an application and required documents through the online application system.

### Project Proposal

- Takes place outside the county where the applicant resides
- Exclusively serves a student audience (in-school, curriculum based) with no public component
- Specifically targets home-school participants
- Proposes non-arts activities
- Proposes the acquisition of artwork
- Supports activities whose primary focus is fundraising
- 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 and also lack an artistic component
- Proposes activities and programs that cannot be completed between January 1, 2022 and December 31, 2022
- Is restricted to the specific membership of an organization
- 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 less than \$1,000 or exceeds \$2,500
- Supports equipment purchases in excess of \$1,000
- 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)