

2024 Individual Artist Commission Grant Guidelines Dutchess, Orange, & Ulster Counties

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About the Funding

This project is made possible with funds from the Statewide Community Re-grants Program, a regrant program of the New York State Council on the Arts with the support of the Office of the Governor and the New York State Legislature and administered by Arts Mid-Hudson.

2024 Individual Artist Commission Grant Guidelines Dutchess, Orange, & Ulster Counties

Deadline: Thursday, February 15, 2024 at 11:59 PM

Questions contact: grants@artsmidhudson.org | (845) 454-3222 ex. 11
<https://www.artsmidhudson.org/statewide-community-regrants>

1.0 - Overview

Individual Artist Commission Grant provides support directly to selected individual artists for the **creation of new work**. This funding opportunity represents an investment in local artists. It is enhance individual career development and foster creative interactions between an artist and a community.

Note: We will only accept one grant proposal to the Individual Artist Commission per applicant.

A **single applicant may submit one application per category (Community Arts Grant Individual Artist Commission, and Arts Learning Grant)**. The cumulative amount requested by a single applicant of the Statewide Community Regrant Program **may not exceed \$5,000**.

1.1 - Key Information

- This grant supports the creation of new work, not the presentation of existing work.
- **The grant amount is \$2,500**. There is no cash match required.
- All expressive artistic disciplines are eligible including, but not limited to, visual, performing, written, digital, traditional, and experimental mediums.
- All funded projects must take place between January 1, 2024 and December 31, 2024.
- Projects must include a public component: a presentation of the new work created either in person or virtually (open to the general public) or involvement of a specific community in the artist's creative process.

1.2 - Individual Artist Commission Goals

- Support Dutchess, Orange, and Ulster County artists in the creation of new work.
- Support underrepresented artists in our region including Black, Latino/a/e/x, Indigenous, Asian, People of Color, LGBTQ+, and disabled artists. All artists are encouraged to apply.
- Highlight the vital role of artists within a community.

1.3 - Accommodations

If there are any accommodations that Arts Mid-Hudson (AMH) can make to facilitate your participation, AMH **provides extensive free support to applicants** of this program, please do not hesitate to contact us.

1.4 - Public Component

In addition to the creation of new work, Individual Artist Commission recipients must include a public component to their project. Please note that while this is an important part of the project, it is not the main focus. **Artists are only required to select one of the following options.**

Option 1: Public presentation: Artists may plan a showing of the new work. This presentation must be open to the public and can be in-person or virtual. In-person presentations must take place in the artist's county of residence. Large or expensive presentations are not recommended.

- We strive toward broad inclusion and true access to arts and cultural programming for all. AMH encourages thoughtful outreach to many groups in our region and specific outreach efforts to underserved audiences. These are groups who may have limited access to art programs, services, or resources due to location, race, economic status, gender, gender identity, sexual orientation, age, religion, disability, or other demonstrable factors. Some groups underserved by the arts in our region may include Black, Latino/a/e/x, Indigenous, Asian, People of Color, LGBTQ+, disabled, elder, youth, rural, and low-income audiences.
- In-person presentations must take place in locations that are fully compliant with the American Disabilities Act (ADA) Section 504. Priority may also be given to activities that include additional methods to make the arts accessible to audiences or plan for temporary measures necessary to make sites accessible. ADA Hotline (1-800-514-0301) for more information.
- Artists may charge an admission fee for public presentations.

Option 2: Community involvement: The artist may work with a specific community during the creative process. Some example of this type of interaction may include:

- Directly interacting with the community members during the creation of artwork. For example, community members may contribute components, provide information, input, or materials for the finished artwork.
- Involving community members in the creation of artwork via workshops and/or as performers in the artist-created work and/or creation of parallel work by a community group.
- Inclusion of interviews with a segment of the community or inclusion of stories or anecdotes collected from a community group.

Community can be broadly defined as a group of individuals sharing common geography, identity, interest, or belief. Communities your project may engage with may include those based on location, racial/ethnic identity, gender identity, sexual orientation, occupation, or shared interests.

2.0 - Eligibility

Artists apply directly to the Individual Artist Commission. Applicants may submit one grant proposal to this funding opportunity. Multiple submissions will not be accepted. All applicants must meet the following criteria:

- Must be at least 18 years of age at the time of submission.
- A resident of Dutchess, Orange, or Ulster County in New York State.
- May not be enrolled in a full-time degree program.
- Artist collectives, groups, and artist collaborations are not eligible.
- Applicants must submit a work sample of their past work to be considered.
- Projects must be independent work initiated by the artist.
- Artists who received this commission previously may apply again if their commission took place in 2022 or earlier. **Artists who received an Individual Artist Commission in 2023 are ineligible.**

Proof of Residency: Applicants must provide proof of residency which contains the individual's name and address. Documentation must be dated no earlier than 2023. Acceptable proof of residency documents must include one of the following: Telephone bill, utility bill, credit card or bank statement (first page only; social security and financial information should be blocked), current lease or mortgage agreement listing the artist's name and NYS address, NY State Driver's License or ID card, or voter registration card.

2.1 - Ineligible Projects

- Activities that are recreational, therapeutic, rehabilitative, or religious in nature when the purpose is primarily for rehabilitation, therapy, or worship.
- Non-arts activities including fundraising events or programming used as a fundraising event, humanities programs or programs that are primarily academic, martial arts, stand-up comedy, recreational parades, balloons, clowns, magic, and "sip and paint" events.
- Projects that result in permanent public art including murals, sculpture, and landscape art/architecture.
- Community Arts Grant applicants may not apply to the Individual Artist Commission for artist fees.

3.0 - Budget

The grant amount is **\$2,500**. There is no cash match required. On the application form, applicants will be required to describe how grant funds will be spent. Applicants are not required to submit a separate budget form.

3.1 - Allowable Expenses

Expenses that directly relate to the proposed project are generally eligible. The peer review panel may elect to prioritize projects in which the requested funds are allocated to:

- Artists fee for the individual artist.

- Supplies and materials needed to execute the proposed project. Examples: art supplies, hardware, memory cards, and other consumable equipment. Individual items may not exceed \$1,000.
- Equipment, software, subscriptions, and training needed to execute the proposed project. Examples: cameras, lighting equipment, subscriptions associated with virtual programming, and training to utilize these tools. Individual items may not exceed \$1,000.
- Community outreach, advertising, and marketing efforts
- Efforts to increase accessibility to arts programming

3.2 - Ineligible Expenses

Grant funds are **unable to fund** the following expenses:

- Operating expenses of privately-owned facilities (e.g. homes and studios) or capital improvements.
- Acquisition of works of art.
- Contingency funds.
- Creation of textbooks or classroom material.
- Lobbying expenses.
- Re-grants by applicants to fund other activities.
- Awards, trophies, certificates, stipends for students, scholarships, fellowships, contests, competitions, cash prizes, and juror fees.
- Fees paid to children under the age of 18.
- Entertainment costs including receptions, food, balloons, and fundraising events.
- Out-of-state travel costs.

4.0 - Review Procedure

All submitted grant proposals are reviewed using a peer panel evaluation process. A panel of artists evaluate grant proposals and recommend a level of funding based on the overall grant evaluation criteria, funding priorities, and adherence to these guidelines. Arts Mid-Hudson staff or board members **do not have a vote** in this process. Grant proposals are reviewed for eligibility by AMH staff.

It is the applicant's responsibility to submit a complete and accurate grant proposal. As part of the review process, AMH staff may contact the applicant by telephone or email to clarify and review information.

Nominate a Peer Panelist: <https://tinyurl.com/AMH-Panel-Nomination>

4.1 - Evaluation Criteria

The peer panel will review grant proposals using the following criteria below. The criteria are not listed in order of priority, each is equally important and must be addressed in the proposal. Each proposal is rated individually and in relation to the entire pool of applicants.

- **Artistic Merit** - Based on samples of past work submitted. A clear relationship between the applicant artist's work and the proposed project.

- **Project Feasibility** – Project has clearly defined activities, a realistic timeline, and budget. Artist is capable of completing the project. Applicant demonstrates the ability to make an alternate plan if required by social-distancing guidelines.
- **Impact of the Project** – Potential benefit to the applicant artist. Quality of the public component through a presentation of the artist’s work or community involvement in the creative process. Contributes to the understanding of the artist’s role as a critical member of the community.

Note: Projects which have already been completed will be evaluated based on how well they met the above criteria.

5.0 - Submitting a Grant Proposal

Deadline: Thursday, February 15, 2024 at 11:59 PM

Link available here: <https://www.artsmidhudson.org/statewide-community-regrants>

If you require assistance in completing the online submission form, contact us in advance of the deadline.

5.1 - Work Samples

Samples of past work are required with all submissions. When selecting work samples, we recommend artists select work that reflects their range and skill, as well as work that relates to the proposed project. Artists who are unsure of what to present are encouraged to reach out to the AMH Grants Team for feedback.

- Work Samples (up to 10 files): image files, videos, audio files, and literary samples (limit of 8 pages). Acceptable file types: .jpg, .mp4, .wav, .mp3, and .pdf. There is no limit on file sizes. Three additional document(s) may also be included (letters of support, press articles, marketing samples, etc.)

5.2 - Information Session and Grant Writing Assistance

Arts Mid-Hudson provides free in-depth support. Applicants to this program will benefit from taking full advantage of all of the support offered including informational videos, resources, one-on-one appointments, and draft review.

Virtual Information Session: January 3, 2024 at 4:00 PM on Zoom.

The session will be posted on YouTube and the link will be provided here when available.

Attend a Q&A Session: Weekly Q&A sessions will be hosted on Zoom at a variety of times. You must RSVP to receive Zoom access information. [Click here to RSVP.](#)

Virtual Q&A Session Schedule

- January 8 at 1:00 PM
- January 12 at 11:00 AM
- January 17 at 3:00 PM
- January 19 at 1:00 PM
- January 22 at 6:00 PM
- January 26 at 11:00 AM

- February 6 at 4:00 PM
- February 9 at 11:00 AM
- February 13 at 4:00 PM

Please note: Additional in-person information sessions will be added. Check <https://www.artsmidhudson.org/statewide-community-regrants>

Make one-on-one Grant Assistance Appointments with AMH: Applicants are encouraged to make appointments with the AMH Grants team to discuss specific questions, brainstorm ideas, and receive feedback on a draft. Appointments will be conducted by phone or Zoom. Grant Assistance Appointment Form: <https://artsmidhudson.youcanbook.me/>