



## **INDIVIDUAL ARTIST GRANTS 2023 GUIDELINES**

The St. Petersburg Arts Alliance partnered with the Mayor's Office of Cultural Affairs in 2016 to establish an Individual Artist Grant Program. Now in its 8th year, this annual program will be awarding \$5,000 to 4 recipients to complete and present projects between September and December 2023!

This opportunity is intended to provide financial assistance to artists who live or work in the City of St. Petersburg for specific projects. The program is designed to support public engagement of individual artists' work/projects in genres such as Visual/Craft Arts, Dance, Music, Theater, Literature, and more.

**APPLICATION DEADLINE: July 17, 2023 5:00pm.**

**Please read this entire document in detail before submitting your application.**

**Apply online here.**

**Or apply via snail mail using this form as a template to: *St. Petersburg Arts Alliance, Attn: Tiffany Ford - 100 2nd Ave. N, Suite 150, St. Petersburg, FL 33701***

(Note: Snail mailed items must be received by deadline, not postmarked by)

### **GRANT PERIOD AND AMOUNT**

- The grant period is September through December, 2023
- You may request funding up to \$5,000.
- All projects should be completed by the December 31, 2023 end date; HOWEVER, the date may be extended if a community engagement component of the program occurs after that date.
- Grant funds may not be requested for expenditures prior to August 1, 2023.

### **ELIGIBILITY**

- Applicant must be at least 18 years of age.
- Artists who have received an award within the past 2 years are not eligible for 2023 Grant funds.
- Applicants must live or work in the City of St. Petersburg, and plan to continue their residency in the City of St. Petersburg following the grant award.

- Students pursuing ANY degree or full-time faculty in higher education are NOT ELIGIBLE for college or university projects. Faculty may apply if it is for a separate creative business.
- "Accomplished" status may be determined by artistic resume, training, or achievement; catalogs; programs, press clips, and/or articles.
- The applicant's resume must show commitment to the art form through education, training, or professional experience, and must show evidence of exhibition, public performance.
- Non-profit arts organizations are not eligible for this grant and should apply to the City of St. Petersburg's Arts Grants Program.

### **PROJECT VALUES, CRITERIA & SCORING**

A jury consisting of professional artists, SPAA Board representation, staff members, and local cultural leaders evaluate applications. A total of 100 points is possible with 70 points required for funding consideration. Funding decisions will be based on the following:

1. **Creativity & Innovation:** A unique approach to your artform that is distinct from others in your field and pushes boundaries. (20 points)
2. **Impact:** Your project will make a positive impact on a specific community, the public, or the world at large. (10 points)
3. **Community Connection:** Your project involves collaborating or engaging with other artists, organizations, or community members in a way that fosters connectedness and belonging - particularly in terms of equity, diversity, and inclusion. (20 points)
4. **Personal Growth:** This project will enable you to grow and advance your artistic practice and/or career goals. This could include developing new skills, exploring new ideas or techniques, or taking risks in your work. (10 points)
5. **Feasibility:** The budget and timeline for the project, as well as your relevant experience demonstrate that you can execute it successfully. (20 points)
6. **Completeness and clarity** of the application. (10 points)
7. **Artistic excellence** as demonstrated by work samples, professional resume (including any combination of education, artistic training, and level of achievement and/or evidence of commitment to personal artistic development). (10 points)

### **ALLOWABLE EXPENSES**

- **MATERIALS/SUPPLIES:** Purchase of materials and supplies that are necessary for the completion or production of NEW work.
- **EQUIPMENT:** Equipment purchases or rentals must be directly related to the creation of

NEW original artwork. Specifications regarding product description, supplier and cost must be attached.

- **PRESENTATION/ DOCUMENTATION:** Costs related to producing materials such as slides, discs, catalogs, portfolios, demo tapes, manuscripts, music charts, etc.
- **SERVICES:** Vendor or facility rentals for the presentation/production of NEW work.

### **EXCLUDED EXPENSES**

- Expenses that are not reimbursable include, but are not limited to, alcoholic beverages, vehicle rentals, personal rent, entertainment, gratuities, or meals.
- Expenditures made prior to August 1, 2023.

### **FINE PRINT**

#### **ACCOUNTABILITY/REPORTING/PAYMENT**

In all publicity, websites, printed or production materials related to the grant project, the recipient must credit the St. Petersburg Art Alliance and the St. Petersburg's Office of Cultural Affairs for support in the same font size, or larger, as any other sponsors.

Grantees are responsible for submitting a final report with examples of the results of the grant project within 30 days of the completion of the project to the St. Petersburg Arts Alliance.

All grant recipients are considered independent contractors, and will receive a 1099. Recipients are responsible for any tax obligations under federal, state or local laws. You are required to submit an IRS W-9 form before we can issue a check.

### **APPLICATION INSTRUCTIONS**

- Please use the google form application:  
[https://docs.google.com/forms/d/e/1FAIpQLSck9-8LRmMR4rlSKLK8JT1Q8OVFh-sBAyfH1715UisTUIUJFA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSck9-8LRmMR4rlSKLK8JT1Q8OVFh-sBAyfH1715UisTUIUJFA/viewform?usp=sf_link)
  - Note: To include the required attachments, you may be asked to sign in with a google account
- Alternatively, you can apply by using this [pdf of the application](#) form as a template to complete, print, and snail mail your application.
  - Mail applications to: *St. Petersburg Arts Alliance, Attn: Tiffany Ford - 100 2nd Ave. N, Suite 150, St. Petersburg, FL 33701*  
(Note: Smail mailed items must be received by deadline, not postmarked by)
- You must submit your entire application via the form link provided, or via mail. We will not accept applications that are partially completed online with the remainder shared via mail.
- You will be required to include narrative descriptions about your project and its impact.

- You will be required to share a budget. [See a budget example here for proper formatting.](#)
- You may optionally include any Memorandums of Understanding.
- You will be required to attach a resume, or list of performances, exhibitions, or published works.
- You will be required to include work samples. See below for details.

### **REQUIRED WORK SAMPLES**

If samples are submitted via mail, we are not responsible for loss or damage of materials; however, every effort will be made to properly care for the materials submitted. Samples must be submitted in protective packaging.

#### **VISUAL, DIGITAL, CRAFT**

- Provide three copies of work samples via email, or on one flash drive. Label work samples.

#### **MUSIC, THEATRE & DANCE**

- Include in email or send one flash drive of up to two examples of work. This could be excerpts recorded from a previous performance/production within the past two years, or recently filmed audition pieces. Label work samples and include dates of performance.

#### **LITERARY ARTS**

- Provide three copies of work samples via email, or on one flash drive. This could be writing samples, or recordings of your work from previous performances. Label work samples.