



INDIVIDUAL ARTIST GRANT PROGRAM 2020 GUIDELINES

The St. Petersburg Arts Alliance is partnering with the City of St. Petersburg's Office of Cultural Affairs and the Arts Advisory Committee to establish an Individual Artist Grant Program. The 15 grants are intended to provide financial assistance to City of St. Petersburg resident artists for specific projects.

APPLICATION DEADLINE: Friday, APRIL 24, 2020 5:00 p.m.
Applications must be received (not postmarked) in the St. Petersburg Arts Alliance office, 100 2nd Ave. N, Suite 150, St. Petersburg, FL, 33701, by Friday, APRIL 24, 2020, 5:00 p.m.

ELIGIBLE PROJECTS

Be creative! The program is designed to support public engagement of individual artists' work/projects in the Visual/Craft Arts, Dance, Music, Theater or Literature.

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 2020 Grant funds.
- Applicant must be a legal resident of City of St. Petersburg and is expected 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.
- "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, or being published during the past two years.
- Non-profit arts organizations should apply to the City of St. Petersburg's Arts Grants Program.

GRANT PERIOD AND AMOUNT

- The grant period is MAY 1, 2020 through SEPTEMBER 18, 2020.
- You may request funding for \$1,000.
- All projects should have an SEPTEMBER 18, 2020 end date; HOWEVER, the date may be extended if a community engagement part of the program must occur after that date.
- Grant funds may not be requested for expenditures prior to MAY 1, 2020.

ACCOUNTABILITY/REPORTING/PAYMENT

In all publicity, websites, printed or production materials related to the grant project, the recipient must credit the City of St. Petersburg Office of Cultural Affairs and the St. Petersburg Art Alliance 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.

ALLOWABLE EXPENSES

- **PRESENTATION/ DOCUMENTATION:** Costs related to producing materials such as slides, discs, catalogs, portfolios, demo tapes, manuscripts, music charts, etc.
- **SERVICES:** Rental of facilities for the presentation/production of NEW work.
- **MATERIALS/SUPPLIES:** Purchase of materials and supplies that are necessary for the completion or production of NEW work.
- **EQUIPMENT:** Equipment purchases must be directly related to the creation of NEW original artwork. Specifications regarding product description, supplier and cost must be attached.
- **EXCLUSIONS:** Expenses that are not reimbursable include but are not limited to alcoholic beverages, vehicle rentals, personal rent, entertainment, gratuities, or meals.

REVIEW CRITERIA, SCORING

To evaluate grant applications, jury members may be professional artists, writers, educators, arts administrators or professionals in art-related fields. A total of 100 points is possible with 70 points required for funding consideration. Funding decisions will be based on the following:

1. Professional resume, including education, artistic training, and level of achievement and/or evidence of commitment to personal artistic development (20 points)
2. Impact of the proposed project on the local community. (30 points)
3. Completeness and clarity of the application. The reasonable likelihood that the project can be completed based on the itemized budget and proposed timeline. The Individual Artists Grant should not be the sole source of funding for the project. Other funds may come from, other grants, gifts, personal savings., etc. (20 points)

4. Artistic excellence as demonstrated by the work sample(s) submitted
(30 points)

**INDIVIDUAL ARTIST GRANT PROGRAM
2020 APPLICATION FORM**

DEADLINE: Friday APRIL 24, 2020, 5:00 p.m.
Received (not postmarked) by: St. Petersburg Arts Alliance
100 2nd Ave. N, Suite 150, St. Petersburg, FL 33701

All information must be typed within the space provided. No attachments unless specifically requested. The application must be complete in order to be eligible.

Grant Amount Requested (Maximum is \$1,000): \$ _____

Name: _____

Address: _____

City/State/Zip: _____

Telephone (home): ____ ____ ____ (cell): ____ ____ ____

Email Address: _____

Length of Residency in St. Petersburg? _____

Artistic Medium/Discipline: _____

Project Dates: Beginning: _____ Ending: _____

CERTIFICATION:

The information contained herein, including all attachments and support materials, is true and accurate to the best of my knowledge. I attest that I am not a student enrolled in any degree program. I understand that if I am awarded and accept an Individual Artist Grant, my acceptance of the award implies a commitment to complete the project as stated in the application and to abide by the administrative requirements established by the St. Petersburg Arts Alliance, Inc.

I hereby hold the St. Petersburg Arts Alliance and its employees harmless in the grant award process and the grant implementation. I will incur liability insurance if necessary. I maintain all rights to my artwork, however the St. Petersburg Arts alliance shall have the right to photograph and present my project for promotion of the Artist Grant Program. The St. Petersburg Arts Alliance will not sell any images of my works.

Name of Applicant (Please type or print) _____ Date: _____

Signature of Applicant

INDIVIDUAL ARTIST APPLICATION INSTRUCTIONS

1. Please email your completed application with links to your work to tracy@stpeteartsalliance.org. If you cannot send an email, drop off a copy to the Arts Alliance office.
1. Describe the project for which you are seeking funds. (One-half page, single space, 300 words max.)
2. Include any documentation of the project's community involvement, e.g. an agreement with a gallery or theater that will show your work, etc.
3. Describe how the project will impact the St. Petersburg community. (One-half page, single space, 300 words max.)
4. Attach resume, list of performances, exhibitions, or published works with specifics. (Maximum two pages.)
5. Submit other support materials (i.e., letters, articles, reviews, programs and other promotional materials as evidence of your artistic accomplishments and professional achievements. Label each piece with your name on each document for ease of review by the judging panel. Do not submit materials other than those detailed in this application.
6. If music or video, attach mp3s. If that is not possible, drop off a thumb drive with images, or mp3 at the Arts Alliance Office. Do not send us a website link. Our panelists need to see what you are submitting, not look around a website and guess.

Applications and these items should be received before APRIL 24, 2020 at 5:00 p.m. THERE WILL BE NO DEADLINE EXTENSIONS GRANTED.

PROJECT BUDGET

- Review the allowable expenses section in guidelines.
- If equipment is to be purchased, specifics, such as price sheets, must be attached.
- Be comprehensive and include everything you will need to accomplish the project for which you seek grant funds.
- Column B must not exceed \$1,000.
- Round amounts to the nearest dollar. Enter a ZERO where there is no amount.

Category	Description	Column A Applicant Funds	Column B Grant Funds	Column C Total Project Cost
Fees				
Presentation Costs				
Services/ Rental				
Materials/ Supplies				
Equipment				
Other				
Other				
TOTAL*				

REQUIRED DISCIPLINE DOCUMENTATION

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.

Check each flash drive copy to be sure it is readable/playable on Apple or other personal computers.

VISUAL, DIGITAL, CRAFT ARTS

- Visual, Digital, or Fine Craft Arts: Provide three images on one flash drive with work samples with identifying information of current work.

DANCE

- Choreographer/Dancer: One flash drive showing examples of original choreography or performances created within the past two years. Label work samples with the name of choreographer, title of work, names of dancers or company, length of work, date of completion and performance.

MUSIC

- Performer/Composer: One flash drive of no more than two contrasting works performed during the past two years. Label work samples.

THEATRE

- Performer: One copy of your professional artistic resume and any examples.
- Artistic Director/Playwright: One flash drive of sample work directed/composed by the applicant during the past two years. Label work samples.