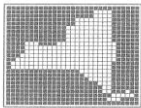


2011

## Artist in Community Grants

for individual artists doing new work and involving the community in the process or creating that work.  
*(formerly known as "CAP II")*

a program of



NYSCA  
New York State Council on the Arts

administered by the



community arts  
partnership

Deadline:

**Monday, October 11, 2010, 5pm**

*If you are applying to both this grant and the CAP Artist Fellowship (both due on Oct. 11), you DO need to submit separate written applications, but you can submit **ONE set of work samples** for both.*

Download:

at *ArtsPartner.org*

Questions:

Robin Schwartz: Program Director  
273-5072, ext. 20  
[programs@artspartner.org](mailto:programs@artspartner.org)

Deliver or Mail To:

Community Arts Partnership  
Center Ithaca PMB 107,  
171 E. State/MLK St, Ithaca, NY 14850  
Office Hours: 10:30 to 5:30pm, Mon to Fri

# ACG Guidelines

## Artist in Community Grants

- Artists in Community Grants, formerly known as “CAP II”, is a competitive arts grant program of the New York State Council on the Arts (NYSCA) administered locally by the Community Arts Partnership.
- AICG is intended to provide funding for artists to create new work in 2011. The artist must also engage a community in Tompkins County in the creation of the work in a way that informs the community about the artist and their art making. (NYSCA’s intention is to expand the scope of local arts activity and the participation of professional artists in communities across the State and highlight the role of the artist as a community resource.) A “community” may be geographic, racial, ethnic, or other. Community engagement can take many forms. For example, artists can involve the community as performers, through workshops or presentations. Artists can create work based on interaction with community members. The community can participate in the work physically or through artistic contribution. Feel free to call CAP to discuss ideas.
- The artists’ new work must be created and completed in 2011. Work that is already completed cannot be funded.
- Grants will be awarded in amounts between \$1,500 - \$2,500. CAP has funds for 3 or 4 awards.
- Applicant artists must be residents of Tompkins County and have lived continuously in Tompkins County from 10/1/08 through the present. Artists must expect to be residents of Tompkins County through 12/31/12, must be 18 years of age as of 10/1/10, and must not be currently enrolled in a graduate or undergraduate degree program in 2010 or 2011.
- Artists who have received the (CAP II grant) in the past must wait three years to apply again. (If an artist received CAP II in 2008, they can apply for this AICG 2011 grant.)
- Activities funded must be fundamentally arts related. The grant is not meant for programs that are recreational, rehabilitative or therapeutic or are directed to at-risk populations. The grant is not for entertainment costs, cash prizes, acquisitions of works of art or administrative costs unrelated to the project. The grant is not intended to support activities that are primarily commercial or promotional.
- This application must be initiated and written by the artist seeking the grant.
- Artist collaborations are allowed. Call Program Director to discuss how to address collaborations when writing the application.
- Funds may be used for an artist fee, project costs, marketing and publicity costs and consumable material costs (only materials that will be used up during the course of the project can be funded.) Award funds cannot be used for equipment purchases.
- Activities that take place in the schools during the school day and/or are oriented to a school environment are not eligible. (Check [www.artspartner.org](http://www.artspartner.org) for our arts education grant.)
- Artists that are applying for the GAP grant (formerly called the Decentralization Grant) through a sponsoring organization can also apply for this grant, but not for the same project.
- Completed applications must be in CAP office by 5pm on the deadline date. No extensions are given except in cases of extreme weather where driving could be considered dangerous.

## **Panel Review**

A review panel, made up of artists and other representatives of the arts, will meet as a group, consider the requests, and make recommendations to the CAP Board of Trustees for final approval. The panel will have four weeks to read the requests and review the work samples.

## **Funding Process**

Artists will be notified by letter by the end of December as to whether or not they have received funding. Funded artists will be required to sign a contract and an interim and final report will be required. If for any reason the project cannot take place, due to any circumstance, the funds awarded must be returned before October 15, 2011.

## **Technical Assistance**

- Please call or e-mail the Program Director anytime to discuss your project. Feel free to submit via e-mail a draft application to review well before the due date (at least two weeks is best).
- The Program Director does not make recommendations or state opinions to the grant panel. Please understand that any recommendations she makes to you regarding your request or work sample are based on her experience but in no way constitutes a guarantee of funding.

## **Evaluation Criteria**

- Caliber of the artist and quality of the artist's work based on the submitted work sample.
- Qualifications and professional achievements of the artist based on artist's resume.
- Nature of the artist's interaction with community. Extent and anticipated impact of community involvement.
- Application completeness, clarity, presentation and quality.
- Quality of the proposed plan, demonstrating clarity, purpose and innovation.
- Feasibility of plan for project implementation and management.
- The potential for expanding public understanding and appreciation of the arts.

## **Applying to Both this Grant and the CAP Fellowship**

If you are applying to both this grant AND the CAP Artist Fellowship you **DO** need to submit separate written applications, **but you can submit ONE set of work samples for both.**

## **Application Questions**

**Please be sure that your project description addresses all of the questions in the application.** Details are good! This grant is about involving the community in the artistic or creative process so that people gain an understanding of your art and how an artist does their work. Include the who, what, where, when, how, how many, etc. Use plain, clear language.

## **Eight Sets**

Submit **Eight** complete sets, **stapled** together. (Do not use paper clips or binders or card stock.)

- Begin with your typed grant application.
- Followed by your artistic resume.
- (optional). Followed by no more than 3 pages, which may consist of news articles, reviews, etc. that are pertinent to your request.

## **Submit Work Sample**

- The work sample should be fairly recent. The panel understands that it is much easier for visual artists and writers to submit recent work and will expect work no earlier than 2008.
- Performing artists can submit work no earlier than 2006.
- The work sample is a vital part of your application and should be strong and well presented. However, the panel understands that performing artists may not have had the opportunity to record their work in a professional way. The panel will take that into consideration.

### **Visual Artists**

- Submit digital images of five different works on CD or via e-mail (jpg only).
- If your work is 3-dimensional or you feel you need to provide detail, you may submit up to ten images (showing no more than five works.)
- Name your digital images: Please start with your last name and include a number to correspond with your numbered image list, i.e. Smith1.jpg. The title can be longer if you want to include a title or words from a title, but it must start with your last name followed by a number, i.e. Smith1TreesTwilight.jpg

### **Literature**

- Submit work digitally as one Microsoft word document or .pdf (If possible, we'd rather have it as a word document.)
- The sample can consist of up to 20 pages (which can be combination of smaller works or section of larger work as long as you combine it into one file).
- Include your name and date the work. Do not reduce type below 12 pt.

### **Music, Media, Performing Arts**

- You can either submit work digitally as mp3, or point us to an on-line work sample or youtube streaming video. OR submit an audio CD or a DVD with application.
- Musical scores are welcome. Provide at least two copies with return stamped envelope.
- The panel will see/hear up to 5 minutes of your work. The section you wish the panel to hear/see must be at the beginning of the CD or DVD (or indicate easily located tracks).

## **Work Sample Addendum**

The last part of the application is "Work Sample Addendum"

### **Visual Arts**

- Provide Image List numbered to match your .jpgs: Number, Title, Date, Medium, Dimensions.
- If your work needs explanation or an introduction, provide in 100 words or less.

### **Literature**

- If your work needs explanation or an introduction, provide in 100 words or less.

### **Music, Media, Performing Arts**

- Write the following: Title of work, date of work, and brief explanation of your role. For example: Are you the composer, one of the performers, both composer & performer, the choreographer? Consider what information the panel needs to place the work in context and to understand your part in it. Explain what came before and comes after the section they view.

# Artist in Community Grant Application

*Use no more than 3 pages for your completed application.*

1. Artist Name:
2. Address, City, Zip: (If you have a PO Box, also include your street address)
3. Daytime phone:
4. E-Mail:
5. Web Address:
6. Do you currently live within Tompkins County?: If yes, since what month/year?
7. How long do you plan to live in Tompkins County?:
8. Are you 18 or over?:
9. Will you be registered in a graduate or undergraduate degree program in 2010 or 2011?:

## **Applicant Certification**

I certify that all statements made in this application are true to the best of my knowledge and that the information under "Artist Information" is accurate. I understand that the grant administrator will confirm this information. I certify that I am the one who has filled out this application.

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Signature

Date

## **Project Description**

- 1) Please describe the new work you wish to create with this grant.
- 2) Define the community you wish to work with. Describe the nature of the interaction between yourself and the community. Tell us how the Tompkins County public will benefit from and come into contact with your work.
- 3) Briefly tell us about your work in general. Describe your primary medium and current or on-going work. Describe past community projects.
- 4) Provide us with a list of expenses for your project. Include your preferred artists' stipend, your supplies and all other costs. Include the total.
- 5) If the total of your expenses is more than this grant can provide (grants are between \$1,500 and \$2,500), list other income sources.
- 6) Would you modify the project if you received less than you requested or is the amount requested the minimum you would require?

**Grant Request**    \$ \_\_\_\_\_

## **Work Sample Addendum**

See Guidelines for what needs to be in this space.