



## Creation Grant Guidelines | FY 2017

Creation Grants help Vermont artists create new work. Grant funds may be used to compensate the artist for time spent creating the work, purchase materials, or rent equipment or space. All projects must have a strong potential for future public presentation and should strive to increase greater public understanding of the arts.

### Who May Apply

Individual artists and artist groups may apply. Individual applicants must:

- be a resident of Vermont at the time the award is granted, and must have been a resident of Vermont for a minimum of one year prior to the application deadline
- be 18 years of age or older at the time of application
- have submitted all required reports on any prior Council grants

Artist groups must:

- be Vermont-registered nonprofit organizations
- have 501(c)3 tax exempt status or work with a fiscal agent

### Who May Not Apply or Receive Funding

- Artists whose projects involve activities for which college credit is given
- Artists or arts organizations that have received a creation grant within the past three years

### Grant Amounts and Matching Requirements

The grant amount for this program is \$3,000 per award. No match is required. Seventy-five percent of the grant amount will be paid on receipt of a signed contract; twenty-five percent will be paid on receipt of the final report. Grant amounts are dependent upon federal and state funding and subject to change.

### Criteria for Selection

Proposals will be evaluated in two rounds. All artists may apply in round one. Artists may apply by invitation only in round two. Applicants will be evaluated on the same criteria in both rounds but those advancing to round two will be asked to provide more detailed information in a second application.

**Artistic Quality (60%)** The work, as evidenced by artistic support materials, is:

- of high artistic quality
- relevant to the proposed activity

**Impact/Project Management/Evaluation (40%)** The applicant provides:

- a clear description of the proposed project and timeline
- a clear description of the art form and/or artists' creative process
- evidence of relevant experiences and/or a plan for creating the work
- clear project goals and outcomes
- evidence the work can be presented to the public beyond the grant year

## **Grantee Requirements and Expectations**

Arts Council funding must only be used for the creation of the work (e.g., artist time, materials etc.) and not for of the public presentation of the work. Grantees will be expected to sign a contract agreeing to specific funding requirements (e.g. insurance, accessibility, promotional, and accounting system expectations). A final report will be due 30 days after the project, and no later than September 30, 2017.

## **Application and Deadline**

The application is available online. Activities outlined in the project must take place between September 1, 2016 and August 31, 2017. The Council reserves the right to work with the applicant to improve or clarify grant requests before funding decisions are made. The deadline for round one is April 20, 2016. Applicants from round one invited to submit a full application will be notified by May 27. The deadline for round two is June 24, 2016.

## **Preparing Your Application**

Applicants in round one will be expected to submit applicant and project information, a project summary, and artistic support materials (e.g. images, video, audio, writing samples etc.). No panel feedback will be provided on applicant materials in the first round.

Applicants invited to apply in round two will be given four weeks to prepare and submit a more detailed project description including a timeline, budget, method of evaluation and measurement, plan for promotion of the project, and evidence of potential for future public presentation of the work.

All materials for both rounds must be submitted through the council's online granting system.

## **Access and Nondiscrimination Policy**

The Vermont Arts Council is committed to supporting entities that maintain an environment free from discrimination on the basis of race, religion, color, creed, national origin, age, sex, marital status, sexual orientation, gender identity or expression, genetic bias, disability, citizenship, veteran status, or other category protected by applicable state or federal law. Arts Council grant recipients who receive federal or state funds must be in compliance with the requirements of Section 504 of Rehabilitation Act of 1973 (504), the Americans with Disabilities Act of 1990 (ADA), the ADA Amendment Act of 2008 (P.L. 110-325) which became effective on January 1, 2009.

If the public is engaged in the creation of the artwork during the grant period, reasonable accommodations must be made to participants with disabilities (i.e. physically accessible location with consideration for parking, path of travel, ramps, and bathrooms; materials in large print or braille; qualified sign language interpreters; assistive listening devices; flexible times for participation, etc.).

## **Questions?**

Inquiries about the Creation Grant program should be made by [email to Sarah Mutrux](#), or by calling 802.828.5425.

Inquiries about using the online application system should be made by [email to Troy Hickman](#) or by calling 802.828.3292.