**Artist Development Grant | FY2021 Application Preview**

This is not the application for the Artist Development Grant, but a list of the questions you’ll be expected to answer in the online grant portal. Character limits, when applicable, include spaces and are listed in parentheses below.

**General Information**
Amount of grant request, artistic discipline, project begin and end dates, one-sentence project description, grant contact’s name, email address, phone number, county, and artist’s website (if applicable).

**Project Narrative**
*This section may be completed by writing the answers or by recording your answers as either video or audio files. Videos need to be less than 250 MB and audio recordings need to be less than 30 MB. Recordings may be as long as 15 minutes.*

In your recording, you will need to answer each Project Narrative question in order (see below), and begin by reading the question you are answering out loud.

Keep the recording simple and to the point. It should be just you, describing your proposal and answering the four questions listed below. Please do not include edits of your work samples or special effects. Production quality of this recording will not be considered in your review. Just make sure we can hear and understand you and keep editing and postproduction embellishment to a minimum.

Describe your status as an artist. (1,000)
*For example: What type of work do you currently create? How do you show/share your work?*

Describe your current artistic and/or business goals. (2,000)
*These goals should relate to your proposed activity.*

Describe your proposed activity. (1,500)
*Be brief but give us as much detail about the activity as possible. Check grant guidelines to make sure your activity aligns with grant criteria.*

Why is the proposed activity important and how will it help you achieve your goals? (2,000)

**Key Individuals**
Give us more information about the credentials of any individuals, other than yourself, involved in this activity. This could be instructors, consultants, professional photographers, videographers, etc. Why are they key to your proposal? Have you researched other sources? You can include up to five individuals. If no one else is involved in your proposal, you can leave this section blank.
Project Budget and Budget Narrative
Provide a budget that lists all of the expenses and income related to your project. Make sure to provide a balanced budget: Total expenses should equal your total income. (Example: Total Expenses = $525 and Total Income = $525)

Expenses
You will list all of your expenses related to your project. Be sure that the final line is a TOTAL of all of your expenses.

*Examples of expense categories include: consultant fees, workshop fees, marketing costs, etc.*

<table>
<thead>
<tr>
<th>expense category</th>
<th>expense amount</th>
<th>notes (optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>residency fee</td>
<td>$1500</td>
<td>2-month residency</td>
</tr>
<tr>
<td>meals</td>
<td>$500</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>$2000</td>
<td></td>
</tr>
</tbody>
</table>

Income
Where will the funding come from? One row should be your grant request. If additional funds are needed to cover your expenses, list how you will cover those costs. Be sure the final line is a TOTAL of all of your income (including your grant request).

*For example, your total expenses are $2,000 and you are requesting a grant for $500. What income will you use to cover the remaining $1,500? These sources of income could be personal savings, donations, crowdfunding, other grants, etc.*

<table>
<thead>
<tr>
<th>source of income</th>
<th>income amount</th>
<th>notes (optional)</th>
</tr>
</thead>
<tbody>
<tr>
<td>grant request</td>
<td>$500</td>
<td></td>
</tr>
<tr>
<td>personal savings</td>
<td>$500</td>
<td></td>
</tr>
<tr>
<td>crowdfunding</td>
<td>$1000</td>
<td></td>
</tr>
<tr>
<td>TOTAL</td>
<td>$2000</td>
<td></td>
</tr>
</tbody>
</table>

In the budget narrative, explain how you arrived at each of the numbers in your budget. (5,000)

Include what specific expenses the grant will pay for. (500)

*The Artist Development Grant cannot fund academic tuition or projects that receive college credit; international travel; the purchase of permanent equipment (valued at $1,000 or more); lobbying expenses; fundraising events; the same project twice in the same fiscal year; or events that do not meet with our access and nondiscrimination policy.*

If received, how might this funding impact your proposal? (1,000)

*This is your opportunity to explain the importance of funding support.*

Support Materials
Attach materials that tell us more about you, your project request, and related expenses. This might include your résumé, a consultant’s written estimate, marketing samples, a workshop or conference brochure, acceptance letters, etc. If you want to include other media samples, you may attach them in this section of the online application.
Support Materials (continued)
List any URL(s) that give us more information (especially proof of costs) about the residency or workshop you are planning to attend, credentials of the professionals you intend to contract with, cost of materials, etc.

Demographics (optional)
In this section, the questions of race/ethnicity, gender identity, and disability are voluntary. The information will be used by the Council to improve our grantmaking. We will use this data to identify and evaluate:

- progress toward our diversity, equity, and inclusion goals
- barriers in the grantmaking process
- impact of funding programs

Information in this section will not be seen or used by panelists and will not influence the evaluation of your application.

Agreements
You will need to agree to the following:

- I hereby affirm that I, the applicant, am a legal resident of the state of Vermont and have been residing in Vermont for at least one year from the date of this application. I will be able to provide proof of residency if the Vermont Arts Council contacts me.
- If funded, I agree to publicize in all communications that the activity is funded in part by the Vermont Arts Council and the National Endowment for the Arts. I understand that this will help to broaden the awareness of how public funding has benefited me and/or my community.
- I also acknowledge that receiving grant funding will create certain final reporting requirements. I realize it will be necessary to complete this reporting within 30 days of project completion and include documentation.
- I understand that failure to respond to any of the items requested in this application might seriously hinder its consideration. Furthermore, I understand and agree that any funds granted as a result of this application are to be used for the purposes set herein. Any changes to the project will be submitted in writing. Changes are subject to the approval of the executive director of the Vermont Arts Council. I certify that the information contained in this application, including attachments and support materials, is true and complete to the best of my knowledge and that I represent the person authorized to commit the applicant to abide by the legal and other requirement as printed in the Council’s grant guidelines.

Additional Information
How did you hear about this grant opportunity? (You’ll select from a list of options.)

The Arts Council strives to make your application process as manageable as possible, and we value your input. You will have the option of filling out a short, anonymous survey.

Questions?
Send an email to Dominique Gustin or call her at 802.402.4602.