



Artist Development Grant | FY2022 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.**

Applicant Information

Provide applicant's first and last name, email address, phone address, mailing address, county, and website (optional).

Grant Request

Provide the amount of the grant request. *Grant amounts range from \$250-\$2,000.*

Select your artistic discipline from the following list:

- crafts
- literary arts
- media & design arts
- multidisciplinary arts
- performing arts (includes music)
- visual arts

Provide the project start and end dates. *Proposed activities must occur after the grant deadline and must end no later than August 31, 2022.*

Describe your request by completing this sentence: "Grants funds will be used to..." *Be brief. This is the language for your contract (if you receive a grant). You'll have a chance to describe the project in detail in the rest of the application.*

Project Narrative

You have the option to respond to the narrative questions in writing or by recording your answers as audio or video files. The online application will have two separate tabs: Option 1 Written Narrative and Option 2 Recorded Narrative. You only need to select one option in order to answer the narrative questions.

If you decide to record your answers, keep the recording simple and to the point. Please do not include edits of your work samples or special effects. The production quality of recordings 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.

Project Narrative (continued)

1. Describe your status as an artist. (1,000 characters)

For example: What is your art form or area of artistic expression? How long have you worked in your creative medium? How do you show your work?

2. Describe what you need funding for. (1,500 characters)

For example: to attend a professional conference, to hire a photographer or website developer, to rent a studio space, to take a workshop, etc. See a list of eligible expenses in the guidelines.

3. Describe how your proposed activity will help enhance the mastery of your craft or skill and/or help increase the viability of your business. (1,000 characters)

4. Why is this important? (2,000 characters)

Is there something you aren't able to do now that this activity will help you achieve? Is there a rare or important opportunity that this funding would help you take advantage of? If so, tell us more.

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, leave this section of the online application blank.**

Budget

Provide a budget that lists all of the expenses and income related to your project. Make sure your budget balances: total expenses should equal your total income. (Example: total expenses = \$525 and total income = \$525)

Expenses

List all of the expenses related to your project. If you need additional lines in the online application, combine the remaining expenses on one line and describe them as "other".

Examples of types of expenses include consultant fees, workshop fees, marketing costs, etc.

| type of expense | expense amount | explanation (optional) |
|-----------------------|----------------|---|
| professional services | \$550 | estimate from a professional photographer |
| Website upgrades | \$1450 | |
| TOTAL EXPENSES | \$2000 | |

Income

List how you plan to cover the expenses listed above.

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.

| source of income | income amount | explanation (optional) |
|------------------|---------------|------------------------|
| grant request | \$500 | Arts Council grant |
| personal savings | \$500 | |
| crowdfunding | \$1000 | |
| TOTAL | \$2000 | |

Do your total expenses equal your total income? *If not, adjust your expenses and income in the online budget until they are the same.*

1. If received, how might this funding impact your proposal? This is your opportunity to explain the importance of funding support. (1,000 characters)

Support Materials

Attach materials that tell us more about you, your request, and related expenses. This might include your résumé, a consultant's written estimate, marketing samples, a workshop or conference brochure, acceptance letters, etc. You may also upload other media samples.

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.

It's important for the panel to understand your work as an artist. Be sure to upload an image, résumé, or provide a link to your website. You will need to check a box confirming that you have provided at least one support material.

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:

1. 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.
2. 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.
3. 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.
4. 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.

5. 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 requirements as printed in the Council's grant guidelines.

Additional Information

How did you hear about this grant opportunity? You will select an answer from the following options:

- Vermont Arts Council social media
- Vermont Arts Council e-newsletter
- Vermont Arts Council website
- Word of mouth
- Other

The Arts Council strives to make our application process as manageable as possible, and we value your input. Please consider sharing your experience and providing feedback through a short survey included in the online application.

Questions?

Send an [email to Dominique Gustin](#) or call her at 802.402.4602.