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Individual Artist Grant Program

FY 12 Application Deadlines:

October 5, 2011

February 7, 2012

The Region 2 Arts Council's Individual Artist Grants Program is subject to change based on available funds, direction from the McKnight Foundation, action by the Minnesota State Legislature and/or R2AC Board action. Any significant changes in the Program Information will be publicized.

TABLE OF CONTENTS

A. Region 2 Arts Council Vision and Mission	3
B. The Individual Artist Grants Program	3
1. Intent of the Granting Program	3
2. Size of Grants	3
C. Who is Eligible to Apply?	3
D. What Types of Projects are Eligible?	4
1.) What is NOT Eligible	5
E. How to Apply	6
1.) Deadline Dates and Policies	6
2.) What You Need to Submit in Your Application Package	7
F. How Are Grant Applications Reviewed and Awarded?	9
G. If I Receive a Grant Award, What are My Responsibilities?	9
H. When Do I Receive the Funds?	10
I. Appeals Process	10
APPLICATION FORM	11
PROJECT BUDGET FORM	12
COMPARABLE BID FORM	13
NEEDS ASSESSMENT QUESTIONS	14
RAC DATA COLLECTION FORM	15

These Application Instructions are effective from July 1, 2011, through June 30, 2012. Please be sure your Application Instructions and Application Form are current.

The Program Guidelines and Application Form for our Grants Program changes periodically as new policies are enacted. You are responsible for reading these Instructions thoroughly before filling out the Application Form.

A. REGION 2 ARTS COUNCIL MISSION AND OVERVIEW

Vision: Creating a thriving arts culture that enhances the quality of life in our communities.

Mission: The Region 2 Arts Council (R2AC) strengthens the presence of the arts by supporting opportunities for arts creation, promotion, and education for the people of Beltrami, Clearwater, Hubbard, Lake of the Woods, and Mahnommen counties.

The R2AC offers granting programs funded by the Minnesota State Legislature as well as by the McKnight Foundation. The R2AC also offers a "No-Risk" Workshop funding program, a free bimonthly newsletter "Northern Arts News," information services, technical assistance, and other arts services.

The term "arts" refers to music, creative writing, dance, visual arts, theater, and other forms of creative expression.

The Region 2 Arts Council (R2AC) is one of eleven regional arts councils in the State of Minnesota. The regional arts council system was instituted by the Minnesota State Legislature in 1976 in order to ensure a decentralized mechanism for the distribution of state arts funding.

The volunteer Board of the R2AC is comprised of ten people, two from each of the Region's five counties. Individuals who may be interested in serving a two-year term on the R2AC Board should contact the R2AC Office.

B. THE INDIVIDUAL ARTIST GRANTS PROGRAM

1. Intent of the Granting Program

The Region 2 Individual Artist Grants Program stimulates new artistic endeavors in the region by providing project assistance to regional artists who are seriously committed to their work and to the advancement of their artistic careers. It is designed for artists at various career stages. Emerging artists are encouraged to apply. This program is supported by a grant from the McKnight Foundation.

Individual Artist Grants may also be requested by an established adult artist who wishes to mentor the artistic development of an exceptional student artist under the age of 18. These mentorships must include a specific project that will be completed by the student.

2. Size of Grants

An artist may request a grant of up to \$1,000 for expenses associated with a specific project or opportunity that contributes significantly to the artist's creative growth or career advancement. Two or more artists who wish to collaborate on a single specific project may each apply as part of a collaboration and be eligible for \$1,000 each.

C. WHO IS ELIGIBLE TO APPLY?

Artists in all arts disciplines will be considered eligible, including music, dance, visual art, theater, creative writing, and other forms of creative expression. (See the RAC Data Collection form for a more complete listing of disciplines.)

The five-county Region 2 area includes Beltrami, Clearwater, Hubbard, Lake of the Woods, and Mahnommen Counties.

The applicant must meet **all** of the following criteria:

1. The applicant must be a U.S. citizen or have permanent resident alien status and be a resident of the State of Minnesota.
2. The applicant **must have physically resided within the five-county area of Region 2 for at least six months prior to the deadline date** of the application.
3. The applicant **must physically reside within the five-county area of Region 2 for seven months or more of the calendar year** in which they apply. For example, students who attend a school located outside of the Region 2 area or retirees who travel to other climates for more than 5 months of the year are not eligible to apply for this grant.
4. The applicant **must continue to reside in the Region 2 area until the proposed project is completed** according to the proposed project plan.
5. The applicant must be at least 18 years of age. (A student who is applying as part of a young student mentorship team has no minimum age requirement.)
6. An individual who has received a Region 2 Individual Artist Grant or an individual artist grant from the Anishinaabe Arts Initiative within the last 2 years is not eligible to apply.
7. Current R2AC Board members and members of their immediate family are not eligible to apply. AAI Council members are not eligible to apply.
8. For collaborations, each artist must meet the applicant eligibility criteria.
9. The applicant must not have any outstanding reports due to the R2AC, or be in violation of any past contractual agreement with R2AC.

D. WHAT TYPES OF PROJECTS ARE ELIGIBLE?

Types of eligible requests include support for:

- Costs associated with the exhibition, performance, or production of a specific creative work. Proposals for assistance with the routine completion of works in progress may be less competitive.

Music production requires:

- Two written bids from production companies.
 - Written justification for choosing the higher bid.
 - Resumes or credentials of musicians assisting you on the project.
 - Written commitment from musicians and others who are participating in your project.
 - Written lyrics (if applicable).
- The rental or purchase of specific materials, equipment, or rental of studio space necessary for a specific creative work. **It is required that the applicant solicit and document two bids or quotes for materials, equipment or rental space. Written justification** for choosing the higher bid is required. Please use **Comparable Bid Form** provided in this application to list items and bids from each business/provider.

- If equipment has an actual or perceived use unrelated to applicant’s art form, or if **equipment has life beyond the proposed project, the applicant must provide 25%** of the equipment cost.
- A specific educational opportunity with a well-known established artist. This includes fees and/or travel costs associated with attending a workshop, class, mentorship arrangement or other educational opportunity. **Classes/workshops taken for academic credit are not eligible.**
- Web site development requires two bids. The applicant must pay 25% of the cost for:
 - Purchase of software
 - Hiring a web site designer/ developer
 - Internet access or hosting fees associated with the project
 - Subscription fees associated with the project
- A young student mentorship arrangement between an established artist and a young student artist (under 18 years of age) who shows exceptional talent and potential. The mentor must meet the applicant eligibility criteria in Section C. Mentorships must include a specific project that will be completed by the young student.
- Proposals for other types of specific career-enhancing projects or opportunities may be considered.
- Literary Artists:
 - Self-publishing is allowed. Please refer to “what is NOT eligible” below regarding “subsidy or vanity publication.”
 - Assistance to develop and learn the craft of writing through feedback, comments, suggestions or mentoring is allowed. Please refer to “what is NOT eligible” below regarding “editing.”
 - Fiction is allowed.
 - Creative non-fiction is allowed. In general, creative non-fiction focuses more on ideas expressed through stories about personal experiences and the human experience.

Personal essay about personal experiences	Opinion
Travel writing, if a memoir	Memoir
Rhetorical Essay	Poetry

What is NOT eligible:

- Projects that have received funding from other programs of the Region 2 Arts Council or from the Minnesota State Arts Board.
- Classes/ workshops taken for academic credit.
- Publishing with a subsidy or vanity publication press. (Self-publishing is eligible for funding. See "Literary Artists" above)

A subsidy publisher or vanity press is defined by the National Endowment for the Arts as one that does any of the following: requires individual writers to pay for part or all of the publication costs; asks writers to buy or sell copies of the publication; publishes the work of anyone who subscribes to the publication or joins the organization through membership fees; publishes the work of anyone who buys an advertisement in the publication; or publishes work without competitive selection.

Established authors have recommended that R2AC discourage writers from working with subsidy publishers because they do not have the juried aspect to evaluate the work. Additionally, subsidy publishers have a bad reputation, in general, due to high fees for very limited marketing.

- Payment of project debts incurred before the grant request was approved. (Note: The R2AC Board meets approximately 4-6 weeks following the deadline date to review and award the grants.)
- Projects that are essentially for the religious socialization of the participants or audience.
- Projects that are related to an arts degree program or that will result in academic credit to the grantee.
- Editing relates to a finished work. The author has no say in changes the editor makes. An author **revising** their own work needs to use the term "revision" rather than "editing."
- Creating a compilation of other authors work.
- Literary works with the primary purpose to relay information, such as journalism, history, biography, and scholarly manuscripts; or translation of literary works into a different language.

E. HOW TO APPLY

Assistance with completing your application is available from the R2AC Executive Director or Program Coordinator. Questions can be answered over the phone, or during an in-person appointment. Please request assistance well in advance of the deadline date. Assistance does not guarantee nor imply that the grant request will be funded.

1. Deadline Dates and Policies

All applications must be postmarked by the deadline date. They are:

<u>Deadline Dates FY12:</u>	<u>Awards are made in:</u>
October 5, 2011	late November, 2011
February 7, 2012	late March, 2012

IMPORTANT!

Applications that are mailed in to the R2AC Office MUST be postmarked no later than the deadline date. IN FAIRNESS TO ALL APPLICANTS, THERE ARE ABSOLUTELY NO EXCEPTIONS TO THIS RULE. You are responsible for determining how late your local post office will be open to postmark your application with the necessary date. If you prefer to deliver your application directly to the R2AC office, you may do so, however, it must be brought to the R2AC Office and received by a member of the R2AC staff by 5:00 p.m. of the deadline date. We will not accept applications that are slipped under our door after the office closes at 5:00 p.m.

2. What You Need to Submit in Your Application Package.

Submit the signed original of your Application Form along with the application materials required below. Be sure to keep a copy for your records; you will need to refer to it if we call you with any questions. Applications may not be faxed or e-mailed.

- a. **For Individual Artists:** Please submit all application materials listed. The total request cannot exceed \$1,000.
- b. **For Collaborations:** Each artist involved in the collaboration applies separately. Requests cannot exceed \$1,000 per artist. Although each artist must submit his/her own application package, the collaboration is reviewed as a unit; either all artists in the collaboration will be approved or all will be denied. Weaknesses in one application will effectively weaken all applications involved the collaboration.
- c. **For Young Student Mentorships:** This category is intended for adult artists who wish to mentor students who are under the age of 18. (Note: If the mentorship involves two adult artists, the mentee artist should apply as an "Individual Artist." See below.)

Both the mentor and student must each submit a complete application. On his/her Application Form, the mentor and student should each request the amount of money that will be payable directly to him/her. The total amount requested cannot exceed \$1,000. Part of this amount may be used as a fee to the mentor; part of the amount may be used toward materials, etc., for the student.

The mentorship must be targeted to the student accomplishing a specific creative work.

Artists who routinely give lessons in their discipline must justify how this mentorship goes beyond the lessons that he/she normally offers.

A letter of permission signed by the student's parents/guardians must be included with the application. The letter must refer by name to the mentor who will be working with the student as well as specifically refer to the project that they are undertaking.

- d. **For Adult Mentorships:** This category is intended for mentorship involving two adult artists. The **mentee artist should apply as an Individual Artist**. The mentor does not submit an application, but must provide credentials and work samples for the mentee's application.

3. Application Materials:

- (a) Complete and submit the **Application Form, Needs Assessment Questions and the RAC Data Collection Form** as included in this application packet.
- (b) Submit a one-page **artist statement** relevant to your grant proposal. Your statement should be personal, honest, and clear. (We prefer that you avoid cryptic, pretentious jargon.) The statement should be a thoughtful exploration and analysis of yourself and your art. You may include information on your style, the ideas behind your art, your goals as an artist, what motivates you to do your art, a philosophical or historical context for your art, etc. Your artist statement should help us to better understand your creative vision. **It is imperative that your artist statement refer in some way to your proposed project.**
- (c) Submit a two-page **artist resume**. Your resume may have a structured, formal format, or may be a less formal, narrative profile. It should describe your training and experience in the arts, and any special awards or achievements.

We want to see from your resume that you are committed to your work as an artist and have been routinely taking advantage of opportunities that enhance your creative growth and direction. **Include a link to your web site or any other site that features your work. You can also list links to performances captured on YouTube or other media specific sites.**

- (d) Submit a one or two-page **proposed project plan** that explains what project you want to undertake. The plan should be very clear and specific. *Your plan must clearly explain how your proposed project will help you meet one or more of your artistic goals.* Include timelines. (All projects must be completed within one year of the grant review date.)
- (e) Complete and submit the **Project Budget** form. **Two bids are required** for materials, equipment, space, web site or music production. Use the **Comparable Bid Form** for these items. **Written justification** for choosing the higher bid is required.
- (f) If your project involves the services of another artist or other professional, you must submit information, brochures, and work samples which communicate that person's credentials.

For example, if you want to attend a workshop given by a well-known artist, you should include information about that artist *and* about the workshop. If your project depends on the cooperation of another person, you must include a letter from the person indicating his/her willingness to be involved in your project. If you want to be mentored by an artist more accomplished than yourself, submit work samples of the mentor you have selected along with his/her artist statement and resume.

You may submit other printed information or material that you feel would be helpful in reviewing your application.

- (g) Submit **work samples** as outlined below. Do not submit original works. Work samples are *extremely* important to your application, so be sure that your work samples adequately reflect the quality of your art. It is to your advantage to submit work samples that are recent (within the last four years) and that connect your current work with what you intend to accomplish in your proposed project. (For example, if your proposed project plan is to produce a specific sculptural piece, it is to your advantage that you submit images of your other sculptural pieces completed within the last four years.)

Keep in mind that it is better to submit samples that represent a cohesive body of work rather than a "retrospective" of a variety of your work styles over the years. *We're interested in your artistic focus, not your versatility.*

Work samples. (Include a separate page which describes the work samples you submit.)
See Below:

- Visual artists: Submit up to 12 images of your art work on a CD, slides or as photographs.
- Literary artists: Submit up to 10 pages of poetry or prose, double-spaced.
- Performers: Submit up to 5 minutes of CD, DVD, cassette tape or 1/2" videotape.

Note: If you wish your work samples returned, please include a SASE (self-addressed, stamped envelope).

Submit a **Work Sample Description** page: A maximum of one page listing samples. Include dates of completion and any other information you feel is pertinent to better understand your work samples. **For visual artists, your information must include the title, size of the work, medium used, and the date of completion.** Be sure your name appears at the top of this page.

F. HOW ARE GRANT APPLICATIONS REVIEWED AND AWARDED?

The R2AC staff logs in all applications submitted and reviews them to ensure that they are eligible. Staff may request further or clarifying information from the applicant. R2AC Board members receive copies of all applications prior to the review meeting. At the meeting, the staff may introduce any amended or corrected application materials, or provide any materials that could not be reasonably duplicated, such as work samples from artists.

R2AC Board members who have a conflict of interest with a grant applicant must declare that conflict of interest and abstain completely from discussion and voting during the entire grants round.

The following process is used for the grant review:

1. Each artist's application package is discussed in detail, including all submitted written information and submitted work samples. For collaborations, all artists involved in the collaboration will be considered as a unit and receive the same rating.

A motion is made concerning the level of funding for each application immediately after it is discussed: Full, partial, or no funding. If a motion is made for partial funding, the amount must be specified. The level of funding motion is then voted on.

2. Each Board member rates each application on a 60-point scale using the following criteria:
 - (a). Their subjective judgement of creative excellence as presented in the work samples submitted in the support materials. For young student mentorships, the artistic merit of both the mentor's and the mentee's work will be reviewed. (20 points)
 - (b). Evidence of serious commitment to one's artistic career as demonstrated by the applicant's **artist statement and resume**. For young student mentorships, the serious commitment of both the mentor and the mentee will be reviewed. (20 points)
 - (c). How financially feasible the proposed **project plan** is and how well it contributes to the artistic goals of the applicant. For young student mentorships, how well the proposed project plan contributes to the mentee's growth will be reviewed. (20 points)

The ratings are averaged and the grant applications are ranked from the highest to the lowest based on the averaged rating. Grant money is awarded, in order of highest to lowest grant ranking, until the money is depleted.

Each applicant will be notified, in writing, of the results of the grants review within 45 days of the application deadline date. Applicants that are awarded full funding for their proposed project plan will receive a Request for Payment form and a Grant Contract. Both forms must be signed and returned to the R2AC office within 30 days of receipt.

Applicants awarded partial funding will receive a Revised Budget form which must be completed and returned within 10 days of receipt.

G. IF I RECEIVE A GRANT AWARD, WHAT ARE MY RESPONSIBILITIES?

The grantee will sign a Grant Contract with R2AC which holds the grantee to the following terms:

1. The proposed project must be completed within one year of the award date and must be in compliance with the proposed project plan, budget, and timeline, as submitted in the grant application materials. Any significant changes must be approved by the R2AC in advance.

2. The following credit line must appear on all printed material and publicity related to the proposed project: **“This activity is made possible, in part, by a Region 2 Arts Council Individual Artist Grant with funding from the McKnight Foundation.”**
3. Within 45 days after completion of the proposed project, a Final Report, consisting of a narrative and budget report must be submitted to R2AC on a form which R2AC will provide.
4. The grantee is legally responsible for the completion of the proposed project plan and for the proper management of the grant funds.
5. The R2AC may conduct random spot audits of grant recipients. In the case of an audit or a project evaluation, the R2AC shall have access to all books, documents, papers, and records related to the proposed project. The grantee must retain such records for a period of three years following submission of the Final Report.
6. The grantee must return the entire grant award to the R2AC in the event that the proposed project cannot be completed.
7. Grants are intended to support artists who have made a commitment to living and producing within the geographical boundaries of Region 2. If the grantee moves out of the Region before the proposed project is completed, he/she must return the entire grant award amount to the Region 2 Arts Council.
8. Other contractual terms may be added by R2AC on a case-by-case basis. Non-compliance with terms of the Grant Contract will be just cause for the grantee returning the entire grant award to R2AC. R2AC may terminate a Grant Contract at any time upon failure of the grantee to comply with one or more conditions of the Grant Contract. The Grant Contract may be terminated by mutual written agreement of the R2AC and the grantee. If termination occurs after funds have been distributed to the grantee, the entire amount of the grant award must be returned to the R2AC.

H. WHEN DO I RECEIVE THE FUNDS?

Grants are reviewed and either denied or awarded late in the month that follows the grant deadline. If you need to know the specific date, call the R2AC Office.

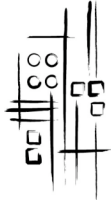
A check for 80% of the full grant award will be sent to the grantee 30 days prior to the beginning date of the grantee’s proposed project. The grantee may claim the remaining 20% of the grant award by submitting for approval a Final Report and budget within forty-five days of the project’s completion.

At the Board’s discretion, the R2AC may exercise its option to award only 50% of the full grant award up front, with the remaining 50% being awarded after the Final Report and budget has been submitted and approved. This arrangement will most likely be used for proposed projects that involve travel costs, living expenses, or space rental.

I. APPEALS PROCESS

Any applicant who can show cause that established grant review procedures were not followed on their grant request may file an appeal. Appeals must be based on alleged procedural errors. Appeals based on judgments of artistic merit, commitment, or project feasibility will not be heard. Applicant can only appeal their own grant for procedural errors.

Appellants must submit a formal letter of appeal to the R2AC Executive Director stating the reason(s) for the appeal. Letters of appeal must be received within 10 days of written notification of the Region 2 Arts Council Board’s decision on the original application.



Individual Artist Grants Program

426 Bemidji Avenue, Bemidji, MN 56601 phone: (218) 751-5447 or toll free: 1-800-275-5447 email: staff@r2arts.org web site: r2arts.org

Application Form - Application Deadlines: October 5, 2011 & February 7, 2012

Applicant's name: _____

Mailing Address: _____

Street Address: _____ Email: _____

City: _____ State: _____ Zip: _____ County: _____

Phone/Day: _____ Eve: _____ Cell: _____

\$ _____ Grant amount that you are requesting

Project starting date: _____ / _____ / _____ Project completion date: _____ / _____ / _____
(Minimum 8 weeks after deadline) Month/Day/Year Month/Day/Year

Complete a brief, one sentence description of your proposed activity: Funds will assist to (activity)

APPLICATION CHECKLIST - Check off each item to be sure that you have enclosed it:

- Application Form (Do NOT staple your documents.)
- Project Plan
- Artist Statement (Maximum 1 page)
- Resume (Maximum 2 pages) and a link to your web site or any other site that features your work.
- Project Budget
- Comparable Bid Form (two bids required for equipment, materials, music production, and self publishing)
- Work Samples and a Description Page, briefly listing what you submitted.
- Needs Assessment Questions
- RAC Data Collection Form - download the R2AC data form from our website, r2arts.org.

ASSURANCES

- I am an artist, applying as an individual, not a group or organization.
- I am a U.S. citizen, or have attained permanent resident alien status and have included a copy of my resident alien card.
- I am currently and have been a **Region 2 resident for a minimum of six months** prior to the deadline for this application.

My grant plan does not propose or include any of the following activities or uses of funds:

- Activities involving an organization at which I am employed.
- Translating another person's literary work that relays information (biography, history, journalism, etc.)
- Relocating my legal residence outside the state of Minnesota.

"My signature below certifies that I meet all of the eligibility requirements listed on Page 4 of the Program Guidelines, and that all of the information contained in my application materials is true and correct to the best of my knowledge"

Applicant's Signature: _____ Date: _____

Date Received _____ Application # _____ Amount Requested _____

PROJECT BUDGET

- Clearly describe each item.
- Show calculations for your figures.
- **Round all figures to the nearest dollar.**

CASH
Amount of cash
necessary to do
my project:

1. Fees, honoraria, contracted labor: (2 bids required for music production)

	\$	

2. Mileage, lodging, meals:

3. Publicity, printing, advertising:

4. Supplies, materials, or equipment (2 bids required. Applicant pays 25% of equipment and web site costs):

5. Other (Describe):

<p>6. TOTALS: (Add Lines 1 through 5.)</p>	\$	<p>_____</p> <p>Cash Needed</p>
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7. \$ _____ Cash that I will personally contribute to my project, if any.

8. \$ _____ Cash for my project that will come from other sources, if any.
List sources and amounts: _____

9. \$ _____ **Cash Match** (Add Lines 7 and 8).

10. \$ **My Grant Request** (= Line 6 "Cash Needed" minus Line 9 "Cash Match").
Grant request limit is \$1,000.

COMPARABLE BID FORM

Use the form below to list chosen and secondary bids and the business provider for each item or service you wish to purchase. Duplicate this form as necessary to accommodate the number of bids. **In addition, please include official documentation for each bid from the provider** such as a copy of the quote, invoice, catalog page, price list, or itemized print out from the web site's shopping cart.

Item/Service: _____

Chosen Provider _____ Bid \$ _____

Secondary Provider _____ Bid \$ _____

Item/Service: _____

Chosen Provider _____ Bid \$ _____

Secondary Provider _____ Bid \$ _____

Item/Service: _____

Chosen Provider _____ Bid \$ _____

Secondary Provider _____ Bid \$ _____

Item/Service: _____

Chosen Provider _____ Bid \$ _____

Secondary Provider _____ Bid \$ _____

Item/Service: _____

Chosen Provider _____ Bid \$ _____

Secondary Provider _____ Bid \$ _____

Item/Service: _____

Chosen Provider _____ Bid \$ _____

Secondary Provider _____ Bid \$ _____

Item/Service: _____

Chosen Provider _____ Bid \$ _____

Secondary Provider _____ Bid \$ _____

Item/Service: _____

Chosen Provider _____ Bid \$ _____

Secondary Provider _____ Bid \$ _____

TOTAL of Chosen Providers \$ _____

RAC GRANT DATA COLLECTION FORM

TO THE APPLICANT: This form is used to gather information about grant applicants to the Minnesota Regional Arts Councils (RACs). The data is maintained by the Minnesota State Arts Board in cooperation with the RACs, and may be distributed to others in accordance with the Minnesota Data Practices Act. Complete information is necessary to ensure the reliability of our data. *Note: If you are using a fiscal agent, please fill out this first page as it pertains to the arts organization conducting the activity, not the fiscal agent.*

1. APPLICANT INFORMATION

Date _____

Legal name of organization or individual _____
 Professional or other name _____
 Address _____
 City _____ State _____ Zipcode _____
 Day phone _____
 E-mail address _____
 Contact person name and title _____
 County _____ MN House district _____ U.S. Congressional district _____
 Fiscal agent name (if applicable) _____

2. SPECIAL CHARACTERISTICS:

For individuals applying (optional)

Select any combination that applies describing your racial/ ethnic characteristics. This information is not made public.

- American Indian/Alaska Native (N)
- Asian (A)
- Native Hawaiian/Pacific Islander (P)
- Black/African American (B)
- Hispanic/Latino (H)
- White (W)
- Other _____

For individuals, mark these items if they apply (optional)

- Disability (I)
- Older Adult - 60+ (S)
- Veteran (V)

For organizations applying

Select the one code that best represents 50% or more of your staff or board or membership

3. STATUS:

Select the one code which best describe the applicant's legal status

- | | | |
|---------------------------|---|-------------------------|
| 01 Individual | 04 Government-Federal | 07 Government-County |
| 02 Organization-Nonprofit | 05 Government-State (includes public schools) | 08 Government-Municipal |
| 03 Organization-Profit | 06 Government-Regional | 09 Government-Tribal |
| | | 99 None of the Above |

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4. INSTITUTION:

Select the one code which best describe the applicant

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- | | | |
|--|-------------------------------------|---------------------------------|
| 01 Individual artist | 18 Union/Professional Association | 36 Seniors Center |
| 02 Individual non-artist | 19 School-District | 37 Parks & Recreation |
| 03 Performing Group | 20 School-Parent/Teacher Assn | 38 Government-Executive |
| 04 Performing Group-College/University | 21 School-Elementary | 39 Government-Judicial |
| 05 Performing Group-Community | 22 School-Middle | 40 Government-Legis (House) |
| 06 Performing Group-Youth | 23 School-Secondary | 41 Government-Legis (Senate) |
| 07 Performance Facility | 24 School-Vocational or Technical | 42 Media-Periodical |
| 08 Museum (Art) | 25 School-Other (incl Community Ed) | 43 Media-Daily Newspaper |
| 09 Museum (Other) | 26 College/University | 44 Media-Weekly Newspaper |
| 10 Gallery/Exhibition space | 27 Library | 45 Media-Radio |
| 11 Cinema | 28 Historical Society/ Commission | 46 Media-Television |
| 12 Independent Press | 29 Humanities Council/Agency | 47 Cultural Series Organization |
| 13 Literary Magazine | 30 Foundation | 48 School of the Arts |
| 14 Fair/Festival | 31 Corporation/ Business | 49 Arts Camp/ Institute |
| 15 Arts Center | 32 Community Service Organization | 50 Social Service Organization |
| 16 Arts Council/Agency | 33 Correctional Facility | 51 Child Care Provider |
| 17 Arts Service Organization | 34 Health Care Facility | 99 None of the Above |
| | 35 Religious Organization | |

Legal name of organization or individual _____

5. DISCIPLINE:

Select one code which best describes the applicant's primary area of interest in the art (e.g. ballet 01A)

Three empty boxes for discipline code selection.

- 01 Dance—general: 01A ballet, 01B ethnic/jazz/folk-inspired, 01C modern
02 Music—general: 02A band, 02B chamber, 02C choral, 02D new-experimental, electronic, 02E ethnic/folk-inspired, 02F jazz, 02G popular, 02H solo/recital, 02I orchestral
03 Opera/Musical Theater—general: 03A opera, 03B musical theater
04 Theater—general: 04A theater, in general, 04B mime, 04C puppetry, 04D theater for young people, 04E storytelling, 10C playwrighting/scriptwriting
05 Visual Arts —general: 05A experimental, 05B graphics (include drawing, cartooning, printmaking, book arts), 05D painting, 05F sculpture
06 Design Arts —general: 06A architecture, 06B fashion, 06D industrial, 06E interior, 06F landscape architecture, 06G urban/ metropolitan
07 Crafts—general: 07A clay (includes ceramics), 07B fiber (includes basketry), 07C glass, 07D leather, 07E metal, 07F paper, 07G plastic, 07H wood, 07I mixed media
08 Photography (include holography)
09 Media Arts —general: 09A film, 09B audio, 09C video, 09D technology/experimental, 09E screenwriting
10 Literature—general: 10A fiction, 10B non-fiction, 10C playwrighting/ scriptwriting, 10D poetry
11 Interdisciplinary (include collaborations & performance art)
12 Folklife/Traditional Arts, in general: 12A Dance, 12B Music, 12C Crafts and visual arts, 12D Oral traditions
13 Humanities
14 Multi-disciplinary
15 Non-arts/non-humanities

PROJECT ACTIVITY

- 6. Adult Artists Participating Record the number of adult artists expected to be directly involved in providing art or artistic services for these grant activities.
7. Adult Audience Benefiting Record the number of adult audience expected to benefit directly from these grant activities (excluding employees, paid performers, artists participating, children/youth, and broadcast figures). Do not double-count repeat attendees.
8. Children/Youth Benefiting Record the number of children and youth under the age of 18 expected to participate in and/or benefit directly from these grant activities, or were included in the audience (excluding broadcast figures). Do not double-count repeat attendees.
9. Project Discipline Using the same discipline coding listed above, select one category which best describes the grant activity.

Three empty boxes for project activity data entry.

10. For organizations applying, total organization expenses for most recently completed fiscal year: \$ _____ FY _____

TO BE COMPLETED BY REGIONAL ARTS COUNCIL STAFF ONLY

Total Project Revenue (cash only-include grant request) \$ _____ Total Project Cost (cash only) \$ _____ In-Kind Contributions \$ _____

FISCAL YEAR _____ GRANT REQUEST \$ _____ SOURCE OF FUNDS
RAC _____ RECOMMENDED \$ _____ State General Fund \$ _____ ACHF Arts & Arts Access \$ _____
APPLICATION # _____ AWARDED \$ _____ Federal \$ _____ ACHF Arts Education \$ _____
Other \$ _____ ACHF Arts & Cultural Herit \$ _____

- GRANT PROGRAM
[] Arts Project [] Individual Artist [] Anishinaabe Arts Initiative Individual Artist
[] Arts & Cultural Heritage [] Community Arts Support [] Arts Legacy Designation
[] Other [] Artist Mentor [] Career Development Fellowship

[] APPLICATION WITHDRAWN [] APPLICATION INELIGIBLE
Reason for ineligibility or withdrawn application _____

Comments _____
[] ALL INFORMATION ON THIS FORM HAS BEEN REVIEWED AND IS COMPLETE AND CORRECT.