

# **CREATE ARDMORE Policies and Application for Grant Awards**

## **Grants for Artists**

Create Ardmore grants help individual and local artists: create art for public presentation, develop their professional practices, and lead community projects.

Create Ardmore grants foster artistic creative excellence for individual artists involved in the following types of art: photography, film, visual art, performing art, musical performances.

## **Create Ardmore Grants Committee**

The Create Ardmore Grants Committee supports the mission of Create Ardmore and reviews grant applications, making recommendations to the Create Ardmore Board of Directors concerning these applications. Final decisions on these applications will be made by the Create Ardmore Board of Directors.

The Create Ardmore Grants Committee is made up of Create Ardmore board members and non-board members, with the chair of this committee always being a Create Ardmore Board member. Appointed by the Create Ardmore Board of Directors, these individuals are involved in the arts in a variety of ways and are chosen for their informed opinions and experience.

There are no less than five (5) committee members and no more than nine (9) members. The length of service on this committee is three (3) years, with the option to be re-appointed by the Board. A committee member may not serve more than two (2) consecutive terms.

The Create Ardmore Grants Committee scores submissions based on the merit of each application according to the pertinent grant category and its associated criteria.

## **Submission**

Grant cycles are quarterly. Proposals must be received on or before: January 15, April 15, July 15, or October 15.

The Grants Committee reviews these proposals based on criteria found in the application forms. Artists may expect notification within four weeks of the application deadline. Payment may be issued two weeks after notification of the award.

The Grants Committee reserves the right to not fund projects if there is a lack of quality applications.

Grants may be submitted online, through the Chamber of Commerce website or mailed to Create Ardmore *in care of* the Ardmore Chamber of Commerce.

## **Qualified Applicants**

- Individual artists, artist collectives, or organizations;  
-- not eligible to apply: schools, churches, clowns, magicians, make-up artists, comedians, balloon sculptors, re-enactors, schools and churches.
- Type of art must include at least one of the following: photography, film, visual art, performing art, musical performances, literary art.
- Grants may be applied toward: the creation of interactive artworks or the development of community programs.
- Create Ardmore's first priority is to fund projects that will be held/displayed in Ardmore's Art District. Projects based in other areas of Ardmore and its surrounding area may be funded, however, at the discretion of the Grants Committee.

## Grants

Grant funds may be used:

- To assist an artist in paying for the essentials of getting started: quality artwork samples, display/framing, professional photos of artwork, promotional materials, or website development. The applicant is selected by measuring the quality of the project and the applicant's ability to complete the project.
- To assist an artist in attending a conference, training, studio workshop, or study trip. The applicant is selected by the quality of the educational opportunity, and the ability of the applicant to complete the project.
- For creating new work that will culminate in a public event focused on artist's own work.
- For initiating community-based projects leading to artwork creation.

Applicants may be required to match a percentage of the funds award.

## **Grant Final Report**

Final Report: Artists must submit a “Final Report” within 30 days of the project end date to be eligible for future grant applications.

1. Recipient’s Name:
2. Date Grant Received:
3. Narrative Questions:
  - What was the final budget of your project including expenses and income?
  - What was the most successful/beneficial part of your project for your career and the community?
  - What would you change or improve upon if you repeated the project?
  - Please include copies of any media coverage, photography or materials that document your project.

# Grant Application

1. Name of Applicant or Organization;
2. Physical Address, Phone Number, Email Address;
3. Contact Name, Phone Number, Email Address;
4. If Applicant is an organization:
  - a. Mission;
  - b. Year Founded;
  - c. Major Programs Offered;
  - d. Target Population;
  - e. Annual Budget;
  - f. Board of Directors;
5. A Description of the Project: including timeline, geographic area in which the project will take place;
6. Describe how the Project will be utilized at a specific event or if the project is for marketing materials, describe how they will be utilized.
7. List any partnering entities, organizations, and/or individuals, and describe how this partnership relates to this project.
8. Describe the merits of the Project in terms of the quality of work that can be expected.
9. Line item project budget, including revenue and expenses.
10. Public Presentation: List secured or potential venues for the Project, indicating those that are confirmed.
11. Attachments:
  - a. Materials related/supporting the Project budget;
  - b. Supplemental images and materials giving a visual representation of the Project;
  - c. Artist's resume/background;
  - d. 5-10 artwork samples with descriptions (preferably jpegs, or URL for film/video).