INDEPENDENT ARTIST GRANT

FY23 Overview and Guidelines

OPENS: MONDAY, APRIL 24, 2023
LAST DAY TO REQUEST REVIEW: MONDAY, MAY 15, 2023
DEADLINE: MONDAY, MAY 29, 2023

MISSION

The Carroll County Arts Council’s mission is to enrich our community, both culturally and economically, by presenting, promoting and supporting a wide variety of arts opportunities for our residents, visitors, and artists.

OVERVIEW

Through Maryland State Arts Council’s Arts Relief General Operating Support (ARGOS) resources, the Carroll County Arts Council is making funds available to individual, independent artists to help compensate for the ongoing financial losses sustained due to COVID-19 (including but not limited to closures and cancellations).

PURPOSE

The purpose of the Independent Artist Grant program is to contribute to the sustainability of artists’ livelihood by providing $2000 awards that support working or living expenses. The primary goal of this program is to provide holistic support rather than restrict resources to only the creative work artists produce. Our aim is to bolster and fortify a sustainable, artistic workforce that composes a significant portion of Carroll County’s creative and economic activity.

ELIGIBILITY (Please contact the Grant Representative with any questions or clarifications of eligibility)

Who May Apply
- Must be an artist who earns income from artistic activities and is not a full-time, salaried employee of a larger organization.
- Must be 18 years of age or older.
- Must be a Carroll County Resident (Artists who have a studio or workspace in Carroll County but reside in another county will be considered for funding)

Who May Not Apply
- Organizations are not eligible.
- Artists whose income comes from the creation or execution of artistic work for industry-oriented or industry-related production.
- Artists enrolled in high school or any undergraduate classes or programs.
- Individuals pursuing full time graduate instruction.
Requirements for Grant Recipients

- Must comply with Title VI, Section 601, of the Civil Rights Act of 1964, which states that no persons, on the grounds of race, color, or national origin, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination related to, the arts.

- Must comply with Title IV, Section 1681, of the Education Amendments of 1972 and the Age Discrimination Act of 1975 Section 6101, which prohibit discrimination on the basis of sex or age.


- Must maintain complete and accurate records of all activities connected with the grant for final reporting.

- Must give credit to Carroll County Arts Council and the Maryland State Arts Council wherever credit is given.

- Must notify the Grant Representative in writing if there is a significant change made to the individual’s specified use of funds.

- Must complete and return the Independent Artist Grant Final Report by Friday, December 4, 2023

USE OF FUNDS

Carroll County Arts Council’s Independent Artist Grant funds are intended to encourage artistic growth and sustainable practices. Common expenses include but are not limited to: administrative costs, consulting fees, contractual services, daycare services, entry fees, equipment rental, exhibition costs, financial tools or planning, food, housing, studio or workspace cost, materials and supplies, marketing costs, medical costs, payment to technical crews, fabricators, or collaborators, professional memberships, performance costs, production costs, students loans, submission fees for grant or residency applications, travel and transportation, utilities, and website development. Any applicant with questions about eligible uses of funds is encouraged to reach out to the Grant Representative.

IAG funds may not be used to compensate activities performed as a part of regular, continuing employment; make contributions to any persons who hold, or are candidates for, elected office; to any political party, organization, or action committee; in connection with political campaign or referendum; or for any lobbying activities.

PROCESS

- All applications are submitted via the secure online grants management system SlideRoom. Applicants must Log In or create a free account at carrollcountyartsCouncil.slideroom.com.

- Applicants are required to complete and submit their application by electronic means, including the use of an electronic signature.

- Technical Support for SlideRoom is available during regular CCAC office hours.

- Lost, misdirected, incomplete, or late applications are the sole responsibility of the applicant.

APPLICATION

Application review and funding approval is based on evidence of need as demonstrated through your responses to the application questions. Be clear, specific, and thorough when explaining your situation, and provide detailed evidence of the significant impact of the pandemic to you as an artist.

Overview of Primary Questionnaire:

1. Describe your work as an independent artist within the community since 2020 as well as how you derive an income from this practice.
• Eligible Response: Applicant clearly describes their creative activities in one or more artistic genre over the past 3 years and the specific impact their work has on enriching the community.
• Ineligible Response: Applicant provides an unclear or vague description of creative activities, they do not describe all creative activities for the past 3 years, there is no direct impact on the community, or this description is missing.

2. Explain the continued impact the COVID-19 pandemic has had on your work as an independent artist and the challenges you faced due to loss of income during the pandemic.
   • Eligible Response: Applicant provides clear, specific examples of direct impact and outlines the financial repercussions due to these examples.
   • Ineligible Response: Applicant provides examples that are unclear, vague, or are indirect impacts. The financial narrative is unrelated to examples or is missing.

3. How will you use the Independent Artist Grant funding, if awarded.
   • Eligible Response: Applicant provides a clear and specific plan for using the funding to support sustainable artistic work or living conditions.
   • Ineligibility Response: Applicants plan for use is unclear or vague or the use is for purposes outside of artistic work or living expenses.

All Applicants must provide a complete budget of income and expenses during 2020, 2021, and 2022 including any revenue received from other federal/state resources and other sources of financial support and amounts received, including but not limited to ACAAC GAP grants, ARPA Grants, Small Business Grants/Loans, Payroll Protection Funds, National Endowment for the Arts or National Endowment for the Humanities CARES Act Fund MD Humanities Funds, and unemployment insurance. Expenses including taxes, rent and utilities (personal and/or studio), in-home or child care, healthcare, occupational equipment and supplies, marketing or distribution, memberships or training.

Mandatory attachments:
• Artistic resume spanning work from present to 2020 (or later)
• Driver’s license or other state or federal identification (such as a passport) that shows date of birth.
• Proof of residency (utility bill, lease, mortgage, or other form of documentation).
• Applicants may include up to three optional attachments to further demonstrate need for funding.

REVIEW PROCESS AND NOTIFICATION
• Applicants will receive an email confirmation after their application has been received.

• Applicants can make a formal request to the Grant Representative to have their completed application reviewed for quality and comprehensiveness prior to the deadline. All review requests must be made by May 15, 2023. Comments will be sent in the order review requests are made.

• The grants review panel comprised of CCAC personnel will review all qualified, complete applications. In addition, each proposal will be compared to other proposals of the same type with respect to the specific evaluation criteria.

• All applicants will be advised electronically of the status of their application. Successful grantees will also be informed of the anticipated date of receipt of grant funds that have been awarded.

CONFLICT OF INTEREST POLICY

To ensure that all Carroll Arts Center review panels are free from conflicts of interest and the appearance of such conflicts, panelists are required to disclose any current or prospective affiliations they or their immediate family members have with an actual or potential applicant.
“Affiliations” applies to employment, board memberships, independent contractual relationships, substantial contributor relationships, or other relationships. In addition, panelists are required to disclose any past or current adversarial relationships with actual or potential applicants. Panel members, as well as board members, are not permitted to participate in discussions or votes relating to any applicant with whom they have an affiliation.

APEALS PROCESS

The Carroll County Arts Council takes great care during the grant review process to ensure fair and equitable distribution of grant monies based on stated criteria. Therefore, dissatisfaction with the denial of an award or with the amount of an award is not sufficient reason for an appeal. However, a grant request may be reconsidered if a procedural impropriety or error has affected its review.

Based on the above, if an applicant believes there is legitimate reason for an appeal, the following steps must be taken:

1. The applicant must write a letter to the Executive Director within 15 days following receipt of the grant award or denial letter requesting a reconsideration of CCAC’s decision and stating the grounds for the request.
2. The applicant will receive written notification on the determination of the appeal within 30 days of the receipt of the written request for reconsideration.

FREQUENTLY ASKED QUESTIONS

Can I apply for the FY23 Independent Artist Grant if I have already been awarded a FY23 Mini Grant?
Yes! Artists who have been awarded a FY23 Mini Grant are also eligible for this grant.

Will the payment be made all at one time?
Yes! If awarded, the full amount will be paid by check and mailed to the address supplied in the application.