



Durham Arts
Council, Inc
120 Morris Street
Durham, NC
27701

EMERGING ARTISTS GRANT PROGRAM

Questions & Answers, 2009-2010

Deadline: Tuesday, September 15, 2009, 9 p.m.

This is not a postmark date. All applications must be delivered to:
Durham Arts Council, 120 Morris Street, in downtown Durham by this
date

What is an emerging artist?

An emerging artist is an artist that has mastered the basic techniques in her/ his art form and who is attempting to launch a professional career in the arts **or** an artist taking his/her established career in a new direction. An artist is not required to have any particular degree or type of education to qualify as an emerging artist.

What is the Emerging Artists Program?

The Emerging Artists Program (EAP) is a project grant program that provides financial support to developing or established professionals by funding a project pivotal to the advancement of their careers as artists. Pivotal projects may happen at different stages of a career; therefore Emerging Artists Grants are not restricted to "unestablished" artists. 2009-2010 Emerging Artists Grants are intended to fund a particular project that will occur between January 1 - September 30, 2010. The Emerging Artists Program begins its 26th year in 2009-2010.

Who is eligible to apply for a grant?

Individual artists practicing any art form are eligible to apply for a grant. Applicant must be an individual, not a company, group or ensemble. Applicant must have resided in **Chatham, Durham, Granville, Orange or Person Counties** for at least one year immediately prior to the application deadline (since September 15, 2008). Applicant must be at least 18 years of age and cannot be currently enrolled in a degree or certificate program in his/ her art form at the time of the application deadline. Applications for grants are available at the DAC Web site, www.durhamarts.org or from the Arts Council/ Commission for each county. Recipients of 2008-2009 Emerging Artists Grants may not apply for a 2009-2010 grant.

What is the deadline for submitting applications?

Applications are due at the Durham Arts Council Building by 9 p.m., Tuesday, September 15, 2009. All portions of the application must be submitted by this date, although letters of support, should you choose to submit them, may arrive by Tuesday, September 22, 2009. **Late or incomplete applications will not be accepted.**

Who decides which artists receive awards?

Grant applications and support materials are reviewed by local professional artists in each art form, their comments are then forwarded to the EAP Committee who reviews applications, recommendations and then makes the final award decisions for all EAP grant applications.

Who funds the Program?

The Emerging Artists Program is funded through grants from the North Carolina Arts Council with funding from the State of North Carolina and the National Endowment for the Arts, which believes that a great nation deserves great art, The Mary Duke Biddle Foundation, the Orange County Arts Commission, the Granville Arts Council, the Person County Arts Council, gifts to the Durham Arts Council Annual Arts Fund, the Ella Fountain Pratt Fund, The Wainwright Fund for New Works and private & corporate donations.

What types of projects are likely to be funded?

The Emerging Artists Grant Committee is interested in assisting the development of an artist's career as is appropriate to the particular artist's needs, so be sure to clearly define the relationship of your project to your career development.

In the past, grant awards have provided funds for the following types of expenses:

- 1) Promotion/ Presentation:** The cost of producing a demonstration CD for a composer, a DVD for a choreographer, a portfolio for a graphic artist, editorial assistance for a writer, etc.
- 2) Travel:** Travel to specific workshops, auditions, retreats or seminars—or to do research intrinsic to his/her art form.
- 3) Services:** Rental of equipment or facilities for presentation or creation of a new work.
- 4) Supplies:** Purchase of supplies, materials or equipment necessary for the completion or production of a new work which is considered by the artist to be essential to her/ his career.
- 5) Training:** Advanced workshops, master classes or coaching that will enhance the artist's abilities. This program does not support work towards a degree.

Can I get assistance in filling out the grant application?

Yes, Durham Arts Council and partner counties will offer information sessions to explain the program and answer any questions you may have about completing the grant application. These sessions are free, although we would appreciate your calling the appropriate contact number so we know how many people to expect. You need not attend the session in your own county - attend the session that is most convenient for you, regardless of which county you live in. We expect each to last 60-90 minutes.

August 10, 2009 - 6:00 p.m. (Monday)

The Kirby Gallery, 213 North Main Street, Roxboro

Contact: Doug Newell, Person County Arts Council Director, 336-597-1766.

August 13, 2009 - 6:00 p.m. (Thursday)

Adaron Hall, Durham Arts Council, 120 Morris St., Durham

Contact: Margaret DeMott, DAC Director of Artist Services, 919-560-2720.

August 17, 2009 - 6:00 p.m. (Monday)

Meeting Room, Chapel Hill Public Library, 100 Library Dr., Chapel Hill

Contact: Martha Shannon, Orange County Arts Commission Director, 919-245-2335.

August 19, 2009 - 6:00 p.m. (Wednesday)

Multi-purpose Rm., Bldg. 2, 764 West Street,
Central Carolina Community College, Pittsboro

Contact: Molly Matlock, Chatham County Arts Council, 919-542-0394.

What selection criteria will be used?

1. Overall excellence of the applicant's art work and demonstration of exceptional talent
2. The applicant's serious professional commitment to her/ his art form
3. Contribution of the proposed project to the artist's professional development
4. Feasibility of the proposed project
5. Timeline—project should happen between January 1- September 30 of 2010 (extensions will be considered)

How much money can I expect to be granted?

While no specific minimum has been established, the maximum amount an applicant can request is \$1,500. We generally try to support full funding of the requested amount.

Will I be required to provide a final report of my use of the grant?

Yes, we require both a financial and narrative report. A report form will be sent to those receiving awards. Future awards will be contingent upon the submission of a final report.

Where can I get more information and/or an application for Emerging Artists Grants?

Applications may be downloaded from the Durham Arts Council website at www.durhamarts.org. Information and applications may also be requested or picked up at any of the five partner county locations.

Below is contact information for the four partner counties:

Chatham County Arts Council
PO Box 418
Pittsboro, NC 27312
Molly Matlock
molly.matlock@chathamarts.org
919-542-0394

Orange County Arts Commission
110 E. King Street/ PO Box 1177
Hillsborough, NC 27278
Martha Shannon, Director
mshannon@co.orange.nc.us
919-245-2335

Durham Arts Council
120 Morris Street
Durham, NC 27701
Margaret DeMott,
Director of Artist Services
mdemott@durhamarts.org
919-560-2720

Person County Arts Council
213 N. Main Street
Roxboro, NC 27573
Douglas Newell, Director
dnewell@personcounty.net
336-597-1766

Granville Arts Council
PO Box 1288
Oxford, NC 27565-1288
Elaine McKelly, Treasurer
919-690-8996
granvilleartscouncil@yahoo.com

Applications will be available at the front desk of the Durham Arts Council Building. Hours are 9 a.m.-9 p.m., Monday-Saturday and 1-5 p.m. on Sunday.

For further information contact Margaret DeMott, Director of Artist Services, at 919-560-2720 or email mdemott@durhamarts.org.

**All applications are due by Tuesday, September 15, 2009 by 9:00 p.m.
at the Durham Arts Council Building, 120 Morris Street, Durham, NC 27701.**

Do not drop applications off at any other location

We do not accept late or incomplete applications.

We do not accept applications by fax, email, diskette or other electronic means.

Remember to sign and initial the Application Checklist / Cover Page.

Durham Arts Council promotes and encourages excellence in the creation, experience and support of the arts all for the enrichment of our total community. Durham Arts Council does not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age, or disability.



Emerging Artists Application Checklist / Cover Page

*This document is required as part of the completed application. Use this document as the cover sheet to your application.

Applicant Name: _____

To complete your application, submit the following items on the checklist provided below and initial beside each item. **Be sure to sign the Certification below and use this page as your application cover page.** Remember: Late or incomplete applications will not be accepted. The deadline for all applications is Tuesday, September 15, 2009, 9 p.m. at the Durham Arts Council building, 120 Morris Street, Durham, NC 27701.

Your complete application packet must include:

- ___ 6 copies of application form (Pages 1-3 including original signatures)
- ___ 6 copies of project budget (including income and expense)
- ___ 6 copies of applicant's resume
- ___ **Documentation of your art form** (as specified on page 4 of the application)

Collate and Staple: Application pages 1-3, budget and resume and include documentation in your packet

These items may be computer generated, legibly handwritten or typed.

If you would like us to mail your support materials back, please include:

- ___ 1 self addressed stamped envelope with adequate postage.

We prefer to receive applications stapled - do not use binders.

We anticipate notifying applicants of the decisions by the end of November 2009.



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CERTIFICATION: The information contained in this application, including all attachments and supporting materials, is true and accurate to the best of my knowledge. I certify that I meet all eligibility requirements for this program. I also understand that, though all appropriate care will be taken of materials submitted to support this application, the Emerging Artists Program cannot be responsible for possible damage to these materials. Further, I understand that if I receive an Emerging Artists Grant the Emerging Artists Committee will require a final report of the project funded at its conclusion. I agree to submit a final report by September 30, 2010.

May we share your application with other potential funding sources? [] yes [] no
(Your answer to this question will not affect the consideration of your proposal for an Emerging Artists Grant.)

Signature of Applicant

Typed/Printed Name of Applicant

Date



EMERGING ARTISTS GRANT PROGRAM

2009-2010 Application

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Durham Arts Council, 120 Morris Street in downtown Durham, by this date.

To apply for a DAC Emerging Artists Grant, complete pages 1 (with original signature), 2 and 3 of this application. Submit six (6) copies of the application, six (6) copies of your project budget and six (6) copies of your resume (collated in this order & stapled together). Include documentation materials (CD, DVD, etc. as described on Page 4, Item 10) separately. **All submissions must be delivered by 9:00 p.m. on Tuesday, September 15, 2009** (see item #10). You may hand-deliver your application to the front desk or mail it to: Durham Arts Council, Inc., 120 Morris Street, Durham, NC 27701, Attn: Margaret DeMott. *Deliver your application to Durham Arts Council only. Late or incomplete applications will not be accepted. Applications are not accepted by fax, email or other electronic means.*

1. Applicant Information:

Name: _____

Address: _____

City: _____, NC Zip: _____

County of Residence: _____

Phone: (day) _____ (evening) _____

Email address: _____

Website: _____

Ethnicity/Race:

(optional, circle or write in)

African American

Asian American

Pacific Islander

Native American

Hispanic/Latino

White, Not Hispanic

Other: _____

How did you learn about the Emerging Artists Grant Program? _____

2. Have you been a resident of one of the participating counties for at least one year?

yes no

3. Category in which this application should be judged (please check only one):

dance drama film/video craft photography music

prints, mixed media literature painting/drawing sculpture installation

4. Grant amount requested: \$ _____ (request may not exceed \$1,500)

5. Briefly describe your project in 25 words or less (in the space provided):

6. Explain briefly why you consider yourself an emerging artist:

See guidelines for definition of an emerging artist.

7. Briefly describe your career goals:

8. Project Narrative:

In the first paragraph describe your proposed project. In the second paragraph describe this project's impact on your career goals. (Your proposed project should take place between January 1 and September 30 of 2010.)

9. Date for project completion: _____

If completion date is later than September 30, 2010, please explain:

10. Attachments to Application Form:

Please submit six (6) collated copies of your application and the following attachments (Do not use binders or oversized folders):

1. PROJECT BUDGET: Six (6) copies of the budget for your project. Itemize projected expenses and proposed sources of income, including this grant. ***See below for examples of project budgets.**

2. RESUME: Six (6) copies of a resume which includes arts education, employment, exhibitions, performances, publications, commissions, and honors.

3. REFERENCES (OPTIONAL): Your application may be supported by up to three letters of recommendation. Please list the anticipated references in your application. Letters should be addressed to the Emerging Artists Committee, Durham Arts Council, 120 Morris Street, Durham, NC 27701 and be received no later than Tuesday, September 22, 2009. Letters of recommendation are not required and we only need one copy of each, if you choose to submit them.

4. DOCUMENTATION: You **must** submit materials documenting art that you have completed **in the last three (3) years**. Documentation is to be submitted as follows:

Painting/Drawing, Photography, Craft, Sculpture and Installation: Up to 10 images on CD (in jpeg format). File size cannot exceed 3 MB and DPI cannot be lower than 72.

Film/Video: 1 copy of DVD, 3-5 minutes in length

Dance: 1 copy of DVD, 3-5 minutes in length

Drama: 1 copy of DVD, 3-5 minutes in length

Music: 1 copy of CD, 3-5 minutes in length

Literature: Six (6) copies of a CD containing up to 12 pages of manuscript **OR** Six (6) hardcopies of up to 12 pages of manuscript

LABEL ALL DOCUMENTATION WITH YOUR NAME, TITLE OF WORK, DATE OF WORK AND YEAR OF APPLICATION. VISUAL ARTS DOCUMENTATION MUST INCLUDE IMAGE SCRIPT INCLUDING: TITLE, DIMENSIONS AND MEDIUM OF EACH WORK. PERFORMING ARTS/FILM/VIDEO: MATERIALS MUST INCLUDE A SHORT EXPLANATION OF YOUR ROLE IN CREATING THE SAMPLE PIECE AND, IF YOU ARE PERFORMING, IDENTIFY YOURSELF IN THE PIECE. REVIEWS, PROGRAMS AND CATALOGS MAY ALSO BE SUBMITTED.

SELF ADDRESSED STAMPED ENVELOPE: if you wish us to return your documentation materials include a self addressed envelope of the appropriate size and with adequate postage to mail your materials. **If you do not include such an envelope you may pick up your materials during a specified time following the notification process. After that time the materials will be discarded.**

*Two Examples of Project Budgets

Example 1: Project Budget for Joanne Writer's 2007-2008 Emerging Artists Grant Application to attend a conference.

| | |
|---|----------------|
| EXPENSE | |
| Travel | 750 |
| Food/Lodging | 500 |
| Conference Registration | 500 |
| Supplies (5 copies of manuscript for critique sessions) | <u>60</u> |
| Total Expense | \$1,810 |
| | |
| INCOME | |
| DAC EAP Grant Request | 1,500 |
| Personal Funds | <u>310</u> |
| Total Income | \$1,810 |

Example 2: Project Budget for Joseph Dancer's 2007-2008 Emerging Artists Grant Application to present a performance of his choreography.

| | |
|---|----------------|
| EXPENSE | |
| Theatre Rental | 500 |
| Technical Personnel (includes lighting & sound designers) | 1000 |
| Costume design and production | 550 |
| Dancers (4 @ \$250 each) | 1000 |
| Publicity (paid ads in 2 papers, posters) | <u>800</u> |
| Total Expense | \$3,850 |
| | |
| INCOME | |
| DAC EAP Grant Request | 1,500 |
| Ticket Sales (100 @ \$10 each) | 1,000 |
| Personal funds | <u>1,350</u> |
| Total Income | \$3,850 |