

2011 Community Investment Program Project Grant for Individual Artists

Artists at work.

Individual artists and their work are the foundation of our arts community. Working alone or in groups you pursue projects that develop your practice, advance creative thought, contribute to an art form and provide our community with a reflection of itself. Your projects are the research and development activity of the creative sector, feeding the greater arts ecosystem locally and for export.

Purpose

Project Grants for Individual Artists are intended to support the activities of individual, professional, Edmonton artists for a specific time towards a specific project. Projects can be individual or collective and could include creation, development, curation, exhibition or production of work in any art form as well as professional development.

Funds are intended to support

- projects by individual artists or small collectives
- research, development or material costs
- reasonable living allowances while carrying out the project
- workspace rental related to the project
- costs related to public presentation
- travel costs directly related to the project

Funds are not intended to support:

- capital or major equipment purchases unless they are integral to the artistic process
- formal education that would result in a diploma or degree
- projects that benefit an organization or institution rather than an artist or collective
- costs already supported by the EAC through other programs
- activity undertaken prior to the application deadline

Eligibility

Applicants (and the members of collectives) must:

1. be an adult professional artist* who has lived in the City of Edmonton for at least 12 months at the time of application. **
2. not be in arrears with the City of Edmonton as of the time of application
3. have no overdue Edmonton Arts Council final reports

**The EAC defines professional artist as someone who has completed training, an apprenticeship or a recognized body of work in an arts discipline and meets the requirements of one or more of the following:*

- *is dedicated to the professional practice of the art, as evidenced by a significant investment of time and resources*
- *receives payment for artistic work (i.e. artist fees)*
- *has received public exposure, through professional showings, screenings, publication, or performances where selection was carried out by an objective, arm's length body such as a jury or publisher*
- *enjoys peer recognition through: critical reviews, participation in community activities and membership in professional associations.*

***The EAC reserves the right to ask for proof of Edmonton residency such as a CRA Notice of Assessment and/or an Alberta driver's license with an Edmonton address current to the date of application.*

Level of Support

Funds are usually limited, and grants are not guaranteed. Grants may be awarded to a normal maximum of \$25,000.

Assessment

A multi-disciplinary Peer Jury appointed by the Edmonton Arts Council will evaluate all applications. This Jury makes recommendations to the Board of Directors of the Edmonton Arts Council who will then make Community Investment Program Individual Artist Project Grant recommendations to the City of Edmonton.

Evaluation Criteria

In making grant recommendations, the Jury will be guided by the following:

Artistic criteria (50%)

- the applicant's capacity to achieve the artistic goals of the project
- the project's potential impact on the development of the artist
- the project's potential contribution to an art form or an artistic process
- the past work of the artist(s) demonstrating a level of merit to warrant public funding

Project feasibility criteria (25%)

- the project's realistic budget
- the project's realistic timeline
- the planning demonstrated in the application

Community criteria (25%)

- the applicant's past or potential contribution to the Edmonton community
- the project's potential impact on the Edmonton community and/or engagement with Edmonton audiences

Application Process and Format

Applications must be received by the Edmonton Arts Council on or before the deadline date.

Applicants are encouraged to submit concise, realistic proposals that respond to the evaluation criteria and ideally include a degree of critical self-reflection.

Applications that do not include the following will be considered incomplete and may not be assessed. Information exceeding the page limits will not be included for assessment.

1. The completed and physically signed one-page application form

2. Project Description

Please limit to 5 pages and include

- a one paragraph summary description of the project

Followed by details about (as relevant)

- the motivation and planning behind the project
- the actions, activities and participants
- the expected outcomes
- the anticipated impact of the project on the applicant, the art form and (or) the Edmonton community
- the specific timeframe of the project

3. Project Budget

- use Attachment I included, or an equivalent presentation
- include budget notes to clarify
- identify revenue sources as confirmed or pending

4. Background of the Applicant

Please limit to 4 pages and include the following

- a curriculum vitae or resume that includes relevant details of the applicant's career and training
- any further information about the activities of the applicant they wish included

5. Artistic Support Material

Please include digital or printed support material demonstrating the applicant's past artistic work, and which is relevant to the proposed project. Support material may be duplicated by the EAC for the sole purpose of expediting the assessment process.

- Do limit your support material to 10 minutes of review time, ten printed pages of text, ten digital images or a reasonable combination thereof.
- Don't assume that the EAC has the required equipment or expertise to display esoteric digital file formats.
- Don't send originals. All material will be destroyed following the assessment unless you have explicitly requested otherwise.

6. Optional Support Material

Applicants may also submit letters of support or confirmation, and/or press clippings, to a maximum of 3 pages.

Reporting

Successful grant recipients must submit a short summary report within 90 days of the completion of the project. This report must include a summary of the project outcomes, and detail how the funds were spent. The EAC may request interim reporting and/or distribute grants in instalments.

For more information please contact the EAC grants staff at 780-424-2787 or www.edmontonarts.ca.

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The deadline for submission of this application is **July 1, 2011**. Incomplete or late applications will not be accepted or considered. Applications must be delivered to the office of the Edmonton Arts Council, Prince of Wales Armoury, 2nd Floor, 10440 108 Avenue, Edmonton, AB T5H 3Z9.

I. General Information

Name of Applicant

Address

Postal Code

Home Phone

Work Phone

Email Address

Project Summary - in 20 words or less

Project Start Date

Project End Date

II. Grant Request* (This amount must match the grant amount projected:) \$ _____

III. Declaration of Applicant

In making this application, I the undersigned applicant or representative of the applicant, hereby declare to the Edmonton Arts Council that to the best of my knowledge and belief the information provided is truthful and accurate; the application is made on behalf of the individual named on this page with his or her full knowledge and consent; the applicant meets all of the criteria of fundamental eligibility to apply for a City of Edmonton Community Investment Program Project Grant for Individual Artists through the Edmonton Arts Council.

Dated at Edmonton, Alberta this _____ day of _____, 20_____

Signature of Applicant

The information on this application is being collected under the authority of Section 33(c) of the FOIP Act and will be used by the Edmonton Arts Council to determine eligibility for a Community Investment Program Grant and for purposes of administering the Community Investment Grant Program. The aggregate data may be used for program planning and evaluation. All information collected by the City of Edmonton and the Edmonton Arts Council is protected by the provisions of the FOIP Act. You may direct questions about the collection, use or disclosure of your personal information by this program to the Edmonton Arts Council at (780) 424-2787.

2010 Community Investment Program Project Grant for Individual Artists

Attachment 1 - Project Budget Form

Production Expenses	Projected	Actual <i>(complete and submit with final report)</i>
Professional fees for artists	\$	\$
Fees for support workers	\$	\$
Materials (eg. paint, printed music, blank media)	\$	\$
Studio rentals (if applicable)	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
A) Total Production Expenses	\$	\$

Presentation Expenses	Projected	Actual <i>(complete and submit with final report)</i>
Hall/gallery rental	\$	\$
Fees for technicians	\$	\$
Equipment rental	\$	\$
Front of house/box office support	\$	\$
Marketing/Promotion	\$	\$
Other (specify)	\$	\$
B) Total Presentation Expenses	\$	\$

Other Expenses	Projected	Actual <i>(complete and submit with final report)</i>
Artist Subsistence	\$	\$
Administration	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
C) Total Other Expenses	\$	\$

Total Expenses	Projected	Actual <i>(complete and submit with final report)</i>
D) (A+B+C)	\$	\$

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Revenues	Projected	Actual <i>(complete and submit with final report)</i>
EAC Project Grant for Individual Artist	\$	\$
Alberta Foundation for the Arts	\$	\$
Canada Council for the Arts	\$	\$
Other grant(s) (specify)	\$	\$
Ticket sales/admissions	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
Other (specify)	\$	\$
E) Total Revenues	\$	\$
Summary	Projected	Actual <i>(complete and submit with final report)</i>
Total Expenses (Box D)	\$	\$
Total Revenues (Box E)	\$	\$
Surplus (Deficit)	\$	\$