



## **Essex County Arts Council (ECAC) Artist Career Development Grant**

**The Artist Career Development (ACD) Grant** is a grant program designed to support Essex County artists of all disciplines with a specific project or opportunity that will provide a significant impact and expansion to their art career.

**Applicants are invited to submit proposals for projects or opportunities that will advance their art career, defined as:**

- An opportunity to which you have been invited that will boost your career in a specific way;
- Participation in an event/conference/program/workshop that will help bring your career to a new level, that is, a step up rather than a lateral move;
- The completion of an on-going project where the final result will significantly impact your career.

### **Application Process Details:**

- Applications must be submitted by Monday, September 16, 2019.
- Projects or opportunities must be held between November 1, 2019 and October 31, 2020.
- Artists of all disciplines and media can apply for grants up to \$500.
- Applicants must be residents of Essex County, NY.
- Proposals will be reviewed by a panel comprised of artists, cultural administrators, and/or community members.
- Due to limited funds, not all requests will receive awards. Awards may be less than the requested amount.
- Applicants will be notified of the results by November 1, 2019.

### **Primary Evaluation Criteria:**

- An important part of the application is providing specific details about the impact the specific opportunity will have on your artistic career.
- The merit of the opportunity and its feasibility as it relates to your career trajectory will be considered.

## **Examples of Activities and Expenses the ECAC Artist Career Development Grant Can Fund:**

- Documentation of work
- Rental of materials or equipment
- Travel or accommodation costs
- Hiring of technical support
- Promotional expenses
- Exhibition, registration, tuition, workshop or mentorship fees

## **The ECAC Artist Career Development Grant Does Not Fund:**

- The creation of art **not** related to a specific opportunity
- Artistic supplies or equipment **not** related to a specific opportunity
- College/University (degree-based) tuition

## **Artist's Responsibilities if Awarded a Grant:**

- Sign a funding agreement detailing the use and requirements of an ECAC Artist Career Development Grant;
- Upon announcement of the grant award, show proof of residency;
- Provide a W-9 form to ECAC;
- Credit the support of the Essex County Arts Council Artist Career Development Grant in all publicity and media materials related to the project;
- Submit a one-page Final Report to ECAC after completion of the project;
- The Essex County Arts Council reserves the right to describe or reproduce material from any project awarded funding through the Artist Career Development Grant program for publication or public relations purposes.

## **Grant Requirements:**

- Submit application (please follow format on attached application);
- Include brief resume (1 or 2 pages only);
- Supplemental materials: include sample/s of your work with a maximum of four texts, images, or recordings; or a link to your work on website. Do not send materials unrelated to the specific opportunity or project. Sample materials will not be returned;
- Specify names and qualifications of consultants or professionals if referenced in your application;
- Submit via USPS Mail or E-mail the application and supporting materials. Applications must be postmarked or E-mailed by September 16, 2019. If E-mailing, your materials should be sent in either a .doc or a .pdf format;
- Contact ECAC via E-mail at [essexcountynyarts@gmail.com](mailto:essexcountynyarts@gmail.com) with any questions or for assistance.

Essex County Arts Council (ECAC) ~ PO Box 187 ~ Westport, NY 12997  
[essexcountynyarts@gmail.com](mailto:essexcountynyarts@gmail.com)

[www.EssexCountyArts.org](http://www.EssexCountyArts.org)

## Essex County Arts Council (ECAC) Artist Career Development Grant Application Form

Please provide the required information below, identifying responses to the specific items by their stated number.

1. Artist name
2. Mailing address
3. Are you currently a resident of Essex County, NY?      Yes                      No
4. Phone
5. Email
6. Website
7. Title of Project/Opportunity
8. Date(s) of Project/Opportunity
9. Is this an opportunity to which you have been invited?      Yes                      No
10. Narrative (**two pages maximum**):
  - a. Briefly describe your project or opportunity.
  - b. Briefly describe your artistic discipline.
  - c. Describe, in detail, how this project or opportunity will have a significant impact on your artistic career.
  - d. Define the NEED for the grant funds.
11. **Budget:** Note that a clear description of each expense is required. You can list all of your project expenses even if they total more than the grant can fund.
12. Project Request (up to a maximum of \$500) should be Project Expenses minus Project Income.

<b>PROJECT EXPENSES</b>	<b>Description and Provide Breakdown</b>	<b>Amount</b>
	<b>TOTAL</b>	
<b>PROJECT INCOME</b>		
	<b>TOTAL</b>	
<b>PROJECT REQUEST</b>		

13. If your budget deficit exceeds the amount this grant can fund or if you receive funding at a lower amount, how will you make up the difference or decrease your expenses?
14. Your signature certifies that the narrative, budget and supporting documentation are accurate. (If E-mailing as attachment, typing your name serves as your signature. The above sentence must appear with your signature.)

*Applicant Signature* \_\_\_\_\_