

# Folk and Traditional Arts Apprenticeship Program Grant Program

## Program Overview

NDCA Fiscal Year 2023

## Program Officer

State Folklorist - Troyd Geist

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Review the guidelines and contact the program officer for application support and/or questions. Upon request, application instructions can be made available in an alternate format.

## Application Deadline

Friday, April 15, 2022 - 11:59 pm (CST)

Incomplete or late applications are not accepted

## Earliest Project Start Date

July 1, 2022

## Latest Project End Date

April 30, 2023

**Maximum Grant Request - \$4,000**

## Program Overview

### Folk and Traditional Arts Apprenticeship Program

The Folk and Traditional Arts Apprenticeship Program honors and encourages the preservation of North Dakota's diverse living traditions by providing funding up to \$4,000 for master traditional artists to pass their skills and knowledge to apprentice(s) over an extended period of time.

Traditional and folk arts are shared creative expressions of identity passed from generation to generation within a family, community, region, tribe, ethnic group, occupation, or religion. Forms of traditional expression include craft, technical skill, music, dance, and ritual celebration which are usually passed from one individual to another informally, by word of mouth or by example.

Potential applicants are encouraged to work with people they already know within their own tribal, ethnic, or occupational group or community. Proposals may include unestablished master/apprentice partnerships or already established informal teaching/learning relationships. Most apprenticeships are based on a one-on-one teaching/learning situation. However, for traditions, like dance, that require group instruction, a master artist may have up to four apprentices in one application. The Apprenticeship Program also encourages multiple apprentices from the same immediate family learning from a master who is not within the immediate family.

Master artists may submit more than one application, particularly for situations where a master artist is applying to teach different art forms or if the teaching situation is more appropriate for individual instruction in the same art form.

The grant awards are used for a master artist's instruction fee and the cost of supplies and travel for the master and/or apprentice. The length of each apprenticeship will vary according to the proposed work plan, but most apprenticeships last between four and ten months.

### Program Outcomes

- Folk and traditional art forms are passed on between two or more individuals in an ongoing, structured relationship (e.g., master/apprentice, etc.).
- North Dakota communities are enriched because folk and traditional art forms are practiced, preserved, and shared.
- Greater public awareness, increased knowledge, and documentation of folk arts is achieved.

### Eligibility

#### Master Artists

- Are individual artists who are among the finest tradition bearers in their respective communities or regions;

- Must be at least 18 years of age;
- Must be a North Dakota resident or from neighboring states;
- Must be a United States citizen or have attained permanent resident status.

**Apprentices**

- Are individual artists who should already possess some skills in the traditional art they wish to study;
- Must demonstrate a commitment to mastery of the art;
- Must be a North Dakota resident for at least two years prior to the start of apprenticeship activity and continue to reside in North Dakota throughout the contract period;
- Must be a United States citizen or have attained permanent resident status.

**Examples of Proposals**

**Strong proposals include:**

- The continuation of rare and endangered art forms;
- Teaching and learning more about the applicant’s own cultural traditions;
- Teaching and learning more about traditions that have been continuously maintained rather than revived;
- A highly skilled master who learned in an informal, traditional way.

**Examples:**

- An apprentice, with some experience or knowledge already of blacksmithing, saddle making, Polish papercutting, or Swedish weaving, etc., works with a respected master artist in learning additional decorative techniques.
- An apprentice works with a respected master artist in refining skills in ethnic fiddling, button accordion playing, polka, Ukrainian Easter eggs, or Native American basketry, quillwork, hide tanning, or storytelling.

**An Application will be Ineligible if:**

<p><b>Funds are requested for expenses specifically for:</b></p>	<ul style="list-style-type: none"> <li>• Hospitality or entertainment functions, including food, beverages, and alcohol and associated costs</li> <li>• Fellowships, scholarships, tuition fees</li> <li>• Payment of project costs incurred before the project start date</li> <li>• Debt reduction or elimination</li> <li>• Purchase or long-term rental of equipment or property</li> <li>• Capital costs, such as improvements, construction, property, equipment costing \$5,000 or more</li> </ul>
<p><b>Funds are requested to support activities:</b></p>	<ul style="list-style-type: none"> <li>• That violate any federal, state, or local laws, ordinances, or policies</li> <li>• That attempt to influence any state or federal legislation or appropriation</li> </ul>

	<ul style="list-style-type: none"> <li>• That are essentially for the religious socialization of the participants or audience</li> <li>• That discriminate against persons or groups</li> <li>• That are managed by another entity other than the applicant</li> </ul>
<b>The Application:</b>	<ul style="list-style-type: none"> <li>• Is not complete and received by 11:59 p.m. (CST) on the application deadline</li> </ul>
<b>The Applicant:</b>	<ul style="list-style-type: none"> <li>• Is not in compliance with any active grant agreement with NDCA</li> <li>• Has any overdue reporting requirements as specified in a previous grant agreement with NDCA</li> </ul>

### Grant Award Amount

Maximum Award Request: \$4,000

- No matching funds are required for this program.
- Grants to individuals are taxable income. Applicants who need further information are encouraged to contact a tax preparer.
- All grants are subject to available funding from the North Dakota State Legislature and the National Endowment for the Arts.

### Before Applying

Before applying, the master artist and apprentice(s) must discuss the apprenticeship, including goal(s) of the apprenticeship, schedule/work plan, supplies required, and budget (master artist fee, supplies and materials, and travel).

#### Community Component

Applicants are strongly encouraged to include at least one community component that will provide greater visibility for the artist's work and promote meaningful engagement between the artist and North Dakota audiences. A public performance, exhibition, open workshop or demonstration are some examples of possible community components.

#### Application Support

Including the program officer in preparing the application is encouraged especially if you are a first-time applicant. The program officer can assist with project idea development, questions on eligibility and program intent, and, when possible, review the application materials for eligibility in advance of the deadline.

#### Application Format

Applications are accepted online (preferred) and by mail.

### Application Review Process

- 1) **After Submission:** Applications are reviewed by staff for eligibility and completeness.

- 2) **Panels:** Panelists are selected annually. [arts.nd.gov/get-involved/become-panelist](https://arts.nd.gov/get-involved/become-panelist). Meetings are online and open to the public. Anyone may attend and listen to the discussion but may not make a presentation or participate. See [apps.nd.gov/sos/ndpmn/mainmenu.htm](https://apps.nd.gov/sos/ndpmn/mainmenu.htm) for exact dates.
- 3) **Review Criteria:** The panel evaluates each application and makes funding recommendations to the board based on the degree to which the applicant addresses specific review criteria. Panelists individually score complete applications. Those scores are averaged to arrive at the final panel score.
- 4) **Board Approval:** The NDCA Board of Directors has final authority to approve grants and amounts.

## Review Criteria

### 1) Traditionality (0-10 points)

- The art form taught is folk and traditional art, i.e., a shared creative expression of identity passed from generation to generation within a family, occupation, tribe, ethnic group, or religion.
- The art form is rooted in the master's and apprentice's cultural background and the master learned it informally.

### 2) Master's Artistry (0-10 points)

- The master artist demonstrates artistic excellence. (For master artists who have participated previously in the Apprenticeship Program and who are not required to submit work samples or support materials; the panel will infer artistic excellence as that indicative of a master.)
- The master artist has earned recognition from the cultural community for skill and accomplishments in a folk and traditional art form.

### 3) Apprentice's Artistry (0-10 points)

- The apprentice(s) has a cultural connection to the art form to be taught.
- The apprentice(s) has a baseline of skills in the art form to be taught.

### 4) Apprentices' Commitment (0-10 points)

- The apprentice(s) has a dedication and commitment to learn and continue the art form.
- The apprentice(s) has goals to master the art form and to teach and share the art form with the public.

### 5) Plan and Clarity (0-10 points)

- The project plan is achievable, appropriate, and will reach program goals.
- The budget is appropriate for the plan.
- The overall application is thorough and clear.

#### 6) Funding Priorities (0-5 points)

- The artform to be taught/learned is rare and/or endangered.
- The artform to be taught/learned has been continuously maintained rather than revived.

### If Funded

#### Notification and Agreement

- Communication regarding the grant award is via email with the contact person listed for the grant proposal.
- An authorized signer for the application will need to complete an online grant agreement, unless other arrangements are made with the program officer for those applicants who applied by mail.

#### Payment

- **Disbursement Amounts and Timing of Funds:** Folk and Traditional Arts Apprenticeship Program grant funds are paid in two installments for the master artist teaching fee. The first 50% of the fee will be provided, after the receipt of the grant agreement and to coincide with the start date of the grant activities. The remaining 50% of the fee will be released upon receipt of a satisfactory final report. Any grant funds specified for supplies, materials, and/or travel will be paid in full to the master artist and/or apprentice(s) at the start of the grant activities.
- **Return of Funds:** Grantees are required to spend the entirety of the NDCA grant award according to budget categories indicated in the award. The final report must show expenditures at or greater to the awarded amount or funds will need to be returned.

#### Reporting

- **Change Reports:** Any project changes to the activities, timeline, or budget need to be approved in writing by the program officer, as not all project changes can be approved.
- **Final Reports:** An online final report is due 30 days after the project end date that was entered at the time of application. Overdue final reports will affect future eligibility to apply for and/or receive NDCA funding.