

# Individual Artist Fellowship Grant Program

## Program Overview

NDCA Fiscal Year 2022 (July 1, 2021 – June 30, 2022)

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.

## Program Officer

Kim Konikow

Email: [kkonikow@nd.gov](mailto:kkonikow@nd.gov)

Phone: (701) 328-7592

## Application Deadline

**Visual Art** (all forms, including traditional) and **Media Arts**

Thursday, April 15, 2021 – before 11:59 pm (CST)

For projects taking place between July 1, 2021 – June 30, 2022

**Incomplete or late applications are not accepted**

## Draft Review Application Deadline

Monday, March 22, 2021 – before 11:59 pm (CST)

## Earliest Project Start Date

July 1, 2021

## Latest Project End Date

June 30, 2022

## Program Overview

### Individual Artist Fellowship

The **Individual Artist Fellowship** grant program is designed to support outstanding and established practicing individual artists residing in North Dakota. Two fellowships of \$3,500 are annually awarded for projects that will enhance or expand the applicant's artistic skills and/or process and help the artist generate greater visibility and exposure to potential audiences.

Each proposal must include three live, in person, community components in at least two of the eight North Dakota Regions 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, reading, open workshop, or demonstration that the public can attend, are some examples of possible community components. Proposed activities are to also engage diverse audiences and communities.

Applicants are encouraged to carefully review the **Program Overview and Application Instructions** located here [arts.nd.gov/grants/individual-artists/individual-artist-fellowship](https://arts.nd.gov/grants/individual-artists/individual-artist-fellowship) then contact the program officer with any questions.

### Eligibility

#### Eligible Individual Artist Applicants Must:

- Be pursuing original artwork on an ongoing basis within an artistic discipline;
- Be the originator of the work, not an interpreter of the work of others;
- Be a United States citizen or have attained permanent resident status;
- Be at least 18 years of age;
- Be a North Dakota resident as of January 1, 2020 and continue to reside in North Dakota throughout the contract period;
- Cannot be enrolled as a student in any high school, college, or university at the time of application.

#### This Program Funds:

- Artists who see the arts as an ongoing vocation, rather than as a hobby, pastime or occasional pursuit; and who have already completed their training, if they pursued formal training at all;
- Artists who at the time of application have a significant record of having generated, completed and publicly presented/exhibited/published work in the discipline in which support is requested;
- Artists whose primary goal is to generate new works, as opposed to remounting or re-interpreting existing works.

### This Program Does NOT Fund:

- Artists who engage in the arts as a hobby or avocational pastime;
- Artists who do not have a significant history of generating new work in accordance with guidelines;
- Artists whose primary practice and ambition are centered in interpreting, remounting or producing pre-existing work.
- Collaborative groups or artworks. The applicant must be the primary creator in the project proposal.

### Fellowship Schedule and Eligible Disciplines

This program serves six disciplines that have rotating deadlines every three years.

- **Visual Art and Media Arts – Fiscal Year 2022**  
Thursday, April 15, 2021 – before 11:59 pm (CST)  
For projects taking place between July 1, 2021 – June 30, 2022  
**Includes:** Two-and three-dimensional visual arts (including noncommercial photography and traditional art genres), new media art, film/video/digital production directors, and screenwriters
- **Music and Literature – Fiscal Year 2023**  
Friday, April 1, 2022 – before 11:59 pm (CST)  
For projects taking place between July 1, 2022 – June 30, 2023
- **Dance and Theatre – Fiscal Year 2024**  
Saturday, April 1, 2023 – before 11:59 pm (CST)  
For projects taking place between July 1, 2023 – June 30, 2024

**Traditional arts** historically have included those artists whose skills have developed informally from being passed generation to generation and depict an ethnic or geographical art form.

### An Application Will Be Ineligible If:

<b>Funds are requested for expenses specifically for:</b>	<ul style="list-style-type: none"><li>• Capital improvements</li><li>• Purchase or long-term rental of equipment or property</li><li>• Payment of equipment costing \$5,000 or more</li><li>• Starting, matching, adding to, or completing any type of capital campaign</li><li>• Expenses incurred before the earliest project start date</li><li>• Debt reduction or elimination</li><li>• Replenishing depleted reserve and/or endowment funds</li><li>• Projects completed in previous fiscal years</li><li>• Hospitality or entertainment functions, including food, beverages, and alcohol and associated costs</li></ul>
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	<ul style="list-style-type: none"> <li>• Prizes, awards, or benefits</li> <li>• Fellowships, scholarships, or tuition fees</li> <li>• Projects that are part of a required course or curriculum</li> <li>• Travel outside of North Dakota</li> </ul>
<b>Funds are requested to support activities:</b>	<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> <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> <li>• For the purpose of fundraising events or activities</li> <li>• In primary or secondary level parochial schools</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: \$3,500

- 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.

### Application Review Process

- 1) **After Submission:** Applications are reviewed by staff for eligibility and completeness.
- 2) **Panels:** Panelists are selected annually, visit [arts.nd.gov/get-involved/become-panelist](https://arts.nd.gov/get-involved/become-panelist). Meetings are 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 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) **Quality** (0 -10 points)

- Quality of the applicant's work as evidenced by the sample work submitted.
- 2) **Professional Achievement** (0 - 15 points)
- Professional achievement and record of arts activity as reflected in the artist's resume.
- 3) **Merit and Feasibility of Artist Project Proposal and Plan** (0 - 40 points)
- The applicant's plan and budget demonstrate:
- Project is specific in promoting artistic and/or professional growth;
  - Project is achievable and appropriate;
  - Actions are logical, detailed, and will lead to the achievement of the project outcome(s);
  - Budget is appropriate to the actions and outcome(s);
  - Impact goes beyond current artistic skills and strengths.
- 4) **Potential Impact** (0 - 20 points)
- Potential impact of the fellowship on the artistic future of the artist and arts development within the state, as mentioned in the artist statement. The community component and statements about the applicant's impact on the state and/or creative community demonstrate:
- Three live and in person, public activities, appropriate to the applicant and project;
  - Events that will draw visibility to the applicant's work;
  - Audiences for the events are clearly defined;
  - Adequate funds are budgeted for the community components.

## If Funded

### Notification and Agreement

- Communication regarding the grant award is via email with the contact person listed in the grant proposal.
- An authorized signer for the application will need to complete an online grant agreement.

### Payment

- **Disbursement Amounts and Timing of Funds:** Awarded funds are paid in full within the month of August, upon the grant agreement being signed and received.
- **Return of Funds:** Grantees are required to spend the entirety of the NDCA grant award. The final report must show expenditures at or greater to the budgeted 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 by July 15, 2022, after the grant period ends. The final report must include documentation and evidence of the activities that took place, what outcome(s) were achieved, and a financial report. Overdue final reports will affect future eligibility to apply for and/or receive NDCA funding.

#### **Recognition**

- Grantees are required to acknowledge NDCA support by using the NDCA logo and credit-line on all promotional materials of the funded activity.