



2025 INDIVIDUAL ARTIST GRANTS GUIDELINES

APPLICATION DEADLINE	Friday, May 16, 2025 at 5 pm <i>No applications will be accepted after this date</i>
ELIGIBLE ARTISTS	Artists, musicians, performers, artisans, writers, creatives and culture bearers working in dance, literature, music, media, theatre, traditional and folk arts and craft, or visual arts and who are at any career stage, from those just starting their artistic careers to those who are well-established. Further details on p. 2.
GRANT AWARD AMOUNTS	\$1,000 to \$2,500
ON-LINE APPLICATION	The application portal will open on Tuesday, April 1. The link to the application, application preview with required questions and the scoring rubric used by the panelists can be found at theartspartnership.net/arts-hub/grants-and-funding/ under the Individual Artist Grant button.
Q&A MEETINGS	The Arts Partnership will offer two virtual meetings to answer questions and cover some basics for submitting your best application. Attendance is not mandatory, but may be useful to those with limited experience in writing grants. Wednesday, April 9 from 5:30 – 6:30 pm <i>OR</i> Friday, April 11 from 8:00 – 9:00 am Email Tania Blanich, Executive Director, at tania@theartspartnership.net by 5 pm on Monday, April 7 to let her know which meeting you want to attend and you'll be sent the link.
DRAFT APPLICATION REVIEW	Applicants may ask TAP staff to review their draft application up to one week before the application deadline.
QUESTIONS	Contact Tania Blanich, Executive Director tania@theartspartnership.net

GENERAL INFORMATION

The Arts Partnership (TAP) helps artists **at any career stage** and working **in any arts discipline** with outstanding talent and ability realize their artistic visions, improve their artistic skills and build sustainable careers. We hope that these grants are the rock dropped in a pond, with the ripples extending well beyond the specific project into the artist's future practice.

Funding for the Individual Artist Grants comes from individual donors, the Susie Yakowicz Creative Arts Scholarship Fund of the FM Area Foundation and the Erin Koffler Memorial Fund.

ELIGIBILITY

Artists applying for a grant *must*:

- Be at least 18 years of age
- Live and/or work in Cass County, ND or Clay County, MN. *Note: If you do not currently live and/or work in Cass or Clay Counties, you must be a Primary Arts Partner in good standing*
- If a student, must currently be a junior or senior in college
- Submit a complete and accurate application online, including all supporting documents and work samples

Artists are *not* eligible to apply if they:

- Have received two Individual Arts Partnership grants in the previous three grant rounds
- Are applying on behalf of a group of artists (e.g. an acting ensemble or full orchestra; however, small musical groups, such as a rock band or wind quartet are eligible to apply)
- Have an outstanding final report due to TAP from any previous grant round
- Have not submitted a complete and accurate application providing all requested information
- Are a current employee of TAP

USE OF GRANT FUNDS

Eligible grant requests may include:

- Training – costs to attend a workshop or master class to develop artistic, business or marketing skills
- Creative Process, Production or Presentation – costs involved in the preparation for and/or implementation of an exhibit, a performance, or a tangible artistic product, such as a book or record album
- Payment to other artists, for example, to commission a piece of music; such payment should not exceed 50% of the proposed grant budget
- Supplies – for the creation or production of new work
- Equipment – purchase of specific equipment needed to further the artist's career development
- Services – rental of facilities for the creation or presentation of new work, including studio or rehearsal space

Proposed projects should be focused primarily on and/or based in the Metro area.

However, if you are applying to pursue artistic opportunities in another city (for example, for an art exhibit or recording opportunity), your proposal should address how the opportunity will benefit your artistic practice *beyond* what you could experience in the Metro.

Ineligible grant requests are:

- Projects that are curatorial and do not primarily benefit the applicant, including projects that focus on enabling *other* artists to create, exhibit or present their work, rather than supporting the work of the individual artist submitting the application
- Living or travel costs that are intended to provide experiences and not artistic growth, product and/or output
- Payment of expenses incurred before the grant request is approved
- Public art projects that are speculative
- Projects whose main purpose is educational, such as development of curriculum plans, teaching materials or teaching programs, or tuition, fees or work toward any degree

Any applicants or applications determined to be ineligible for any reason will be eliminated from the review process. Ineligible applicants will be notified within five (5) business days of the application submission. Contact Tania Blanich at tania@theartspartnership.net if you have questions about your eligibility or that of the project you're proposing.

GRANT REVIEW PROCESS AND CRITERIA

The grant review panel consists of arts professionals and advocates from the region. TAP observes strict procedures to avoid any conflict of interest. The Panelists review all of the applications and use the following criteria to assess them:

- Artistic accomplishment and promise, as demonstrated by examples of past and/or present work.
- Project concept that is clearly thought through and presents a compelling argument for how the project will enhance the artist's overall artistic goals.
- Impact, as defined by the positive effect of the project on the artist's career, now and in the future.
- Capacity, as defined by the ability to execute the project as proposed.

The Review Criteria and Scoring Rubric can be found at theartspartnership.net/arts-hub/grants-and-funding/. Panelists score applicants in each criterion; those scores are averaged, providing a highest possible total score of 40. Applications receiving a score of 25 or less are not considered for funding.

Grants are awarded according to the applicant's score, from high to low. If two or more applications receive identical rankings, the panelists will rank those particular applications to determine priority. The overall ranking determines the priority of funding and whether the proposal will receive full or partial funding, if any. ***It is not a given that full funding will be awarded.***

GRANT PERIOD

The grant period is for 12 months, beginning no earlier than July 1, 2024 and concluding by June 30, 2025.

NOTIFICATION, CONTRACT, PAYMENT AND REPORTING

After the TAP Board has approved the grant recommendations made by the Grant Review Panel, applicants will receive an email notification regarding whether or not the application has been funded.

Notification typically occurs within thirty (30) days of the application deadline. If the application is not approved, you may contact TAP staff to receive feedback.

If awarded a grant, the applicant must sign a formal grant agreement, which will include detailed information about funding distribution, reporting requirements and publicity and recognition of support.

FILLING OUT YOUR APPLICATION

- ***Make sure you are in the Individual Artist Grants section*** theartspartnership.net/arts-hub/grants-and-funding
- Read through the guidelines, application preview and scoring rubric thoroughly before starting the process – and use them as a reference while working on your application.
- Although the online application form allows you to save your work and return to it, we strongly recommend using the application preview document to draft your answers to the questions.
 - Working offline helps avoid technical glitches that could result in lost work.
 - If you would like TAP staff to review a draft application, it will be easier for both you and TAP to work with a Word document.
 - Once your narrative is ready, you can cut and paste the final narrative into the application form and upload the attachments.
- If you have any technical difficulties, try using a different web browser, for example Explorer instead of Chrome. Sometimes that’s all it takes to resolve the problem.

NOTIFICATION OF RECEIPT

Applicants will receive an email confirmation of submission. If you have not received an email within two (2) business days, contact Tania Blanich at tania@theartspartnership.net.

TAP staff review submitted applications for completeness and eligibility. Applicants are notified within five (5) business days if a proposal contains significant errors or omissions or is otherwise ineligible.

Questions? Contact Tania Blanich at tania@theartspartnership.net