

# 2023 - 2024 Individual Artist Grant

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*United Arts of Central Florida*

## *Instructions*

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Individual Artist Grants provide up to \$5,000 for artist-driven projects that have a public benefit and enrich the community of central Florida by advancing artistic excellence and increasing access to innovative and diverse arts experiences. These awards are designed to support activities that further the careers of artists with a professional practice to help them grow and thrive in Lake, Orange, Osceola, and Seminole counties.

Grant funds must be used to support specific activities/work such as presentations, training, research, and/or the creation of artwork with tangible outcomes. These grants require a public-facing component that increases access to art and cultural experiences. These awards are considered a stipend to the artist for the work undertaken and completed.

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### **Application Tips**

For tech support and application questions: Contact [Elyse@UnitedArts.cc](mailto:Elyse@UnitedArts.cc) or 407-790-7844

- Start early!
- Read all instructions and directions
- Review the **application checklist** to identify all information you will need to gather.
- Read **these guidelines** thoroughly and take note of any questions.
- Only have the grant portal open in one tab at a time.
- Character limits are included for most of the questions. You **do not** have to use all the space provided.
- Resources: some questions link to resources to support the applicant in answering the question. Use these to your benefit!
- Save often.
- Submit early! Leave extra time in the end in case you have questions or computer trouble. Missing documents or fields will prevent the submission of the application.  
*Project information for all grantees will be made available to the press, and United Arts may use quotes or pictures from applications or reports in publicity.*
- Post your events for free on OrlandoAtPlay.com at [http://www.orlandoatplay.com/page/submit\\_event/](http://www.orlandoatplay.com/page/submit_event/). Once you create an organizational listing, make sure to ask how to become a featured event or get discounts listed in the weekly email.

## Artist Information

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### Artist Legal Name:\*

Enter your full legal name (First and Last Name)

*Character Limit: 250*

### Preferred Artist Name

Enter your preferred artist name. This can be your pen/stage/performance or nickname

*Character Limit: 250*

### Individual Artist Eligibility\*

- Artists with professional practice in literary, media technology, visual, and performing arts can apply but must reside in Lake, Orange, Osceola, or Seminole counties. Proof of residency will be required to receive payment.
- Must be a citizen of the United States, or a permanent legal resident[1]
- Must plan to reside within one of the four counties listed above throughout the project period, July 1, 2023 – February 29, 2024
- Must be 18 years or older.
- Must not be a United Arts employee or board member.
- Must not be pursuing an undergraduate degree in the same field during the project period.
- Only one application per individual may be submitted for this grant program per funding cycle. These grants are very competitive. Not every project of merit will be funded.
- In all cases, final eligibility decisions are made by United Arts staff.

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[1] For more information on permanent legal residence, see <http://www.uscis.gov/greencard>.

### Choices

No - I do not meet ALL the eligibility requirements

Yes - I certify that I meet ALL the eligibility requirements

### Artistic Discipline\*

Choose the discipline most applicable to this project.

Use the explanation box below if more than one discipline is included or "OTHER" is selected.

### Choices

Literature / Creative Nonfiction

Literature / Fiction

Literature / Poetry

Literature / Other

- Media / Film
- Media / Other
- Performing Arts / Dance
- Performing Arts / Music
- Performing Arts / Playwriting
- Performing Arts / Theater
- Performing Arts / Other
- Visual Arts & Design / Ceramics
- Visual Arts & Design / Design
- Visual Arts & Design / Illustration
- Visual Arts & Design / Mixed Media
- Visual Arts & Design / Painting
- Visual Arts & Design / Photography
- Visual Arts & Design / Sculpture
- Visual Arts & Design / Other

### Artistic Discipline Explanation (if any)

*Character Limit: 250*

### Emerging vs Established Artists\*

Do you consider yourself an Emerging or Established Artist? Select one.

For the purposes of this grant,

**Emerging Artists** - Exceptionally talented, early- to mid-career artists who demonstrate a strong interest and a commitment to continued training.

**Established Artists** - Exceptionally talented artists who have demonstrated considerable experience in their field with a substantial body of work.

### Choices

- Emerging Artist
- Established Artist

### Years of Experience\*

The number of years you have been practicing the art form that most closely relates to your project.

Note: This text area will only accept whole-number answers. For example an artist with 7.5 years of experience input 8 years.

*Character Limit: 2*

### Artist Resume\*

Using the file upload provided, please upload your artist resume as either a Word Document or a PDF.

Note: The artist resume may include information such as artistic education/training (if any), exhibitions or performances or publications, recognition (such as awards, grants, fellowships), and artistic employment (commissions, teaching, etc). Do not include personal or non-arts-related info.

*File Size Limit: 10 MB*

## Artist Website

If you have an artist website / digital portfolio, please provide the link in the space below.

*Character Limit: 2000*

## Artist Statement\*

In the space below, include your artist statement.

- What are your work or studio practice's key ideas, issues, struggles, and goals?
- The thematic focus of work (goal, purpose, intention, exploration).
- Form of work (materials, processes, the tradition of work –e.g. abstract, figurative, etc.)
- Describe your process and what the work looks/sounds like

**Resource:** How do I write successfully about my art practice (School of the Art Institute of Chicago)

This question has a character limit of 3,500, which is roughly 500 words. You do not have to use all the space provided.

*Character Limit: 3500*

## General Project Information

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### Project Name\*

*Character Limit: 100*

### Primary Project Location\*

From the dropdown menu, select the city/ county where the majority of the public-facing portion of the project will take place.

#### Choices

Lake / Clermont  
Lake / Eustis  
Lake / Groveland  
Lake / Leesburg  
Lake / Mount Dora  
Lake / Tavares  
Lake / Other

- Orange / Apopka
- Orange / Eatonville
- Orange / Lake Buena Vista
- Orange / Maitland
- Orange / Ocoee
- Orange / Orlando
- Orange / Windermere
- Orange / Winter Garden
- Orange / Winter Park
- Orange / Other
- Osceola / Celebration
- Osceola / Kissimmee
- Osceola / St. Cloud
- Osceola / Other
- Seminole / Altamonte Springs
- Seminole / Casselberry
- Seminole / Lake Mary
- Seminole / Longwood
- Seminole / Oviedo
- Seminole / Sanford
- Seminole / Winter Springs
- Seminole / Other

### **Brief Project Summary\***

In 2 to 3 sentences, summarize the key details of the project. This summary may be edited and used for the board materials and any press releases.

This question has a character limit of 1,500, including spaces. This is roughly 250 words. You do not have to use all the space provided.

*Character Limit: 1500*

### **Project Start Date\***

Include time for planning and necessary expenditures before the public component of the project takes place. The earliest Start Date for eligible expenses is July 1, 2023.

*Character Limit: 10*

### **Project End Date\***

All projects must end by February 29, 2024. All expenditures must be completed by this date. The final report will be due 30 days after this date.

*Character Limit: 10*

### **Project Location(s) + Public Participation Date(s) and Time(s)\***

Being as specific as possible, in the space below, including the location(s) and address(es) where work on this project will take place. This includes studio/ workspace and venues where public participation opportunities will take place.

For public-facing events, if known, please include the dates and times. All project activities must be completed by or on February 29, 2024.

This question has a character limit of 1500, including spaces. You do not need to use all of the space provided.

*Character Limit: 1500*

## *Project Narrative: Share your Idea + Creating Impact*

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### **Project Narrative: Share your Idea\***

In the space below, share your idea. Be as specific as possible about the activities that will take place during the grant period. Provide details about the content, methods, partners/ collaboratives (if any), and the project's public-facing component.

The information that you share will be evaluated by the panelists, so make sure the address the following questions within your description!

1. What is going to happen - what are the goals and outcomes you are looking to achieve with this project
2. How will you know if your project is successful
3. How does your project take an original/creative approach
4. Does this project include partnerships and/or collaborations with other artists, organizations, or communities? If so, explain.

This question has a character limit of 3,500 characters, including spaces. This is roughly 500 words. You do not have to use all the space provided.

*Character Limit: 3500*

### **Creating Community Impact\***

In the space below, describe how your project will increase access to the arts, encourage participation, and create impact. The information you provide will be evaluated by the review committee, so please remember to address the following in your narrative.

1. What kind(s) of impact do you hope your project will have? Examples include - artistic, intellectual, community, social, environmental, etc.
2. What strategies/tools will you use to create the desired impact?
3. Who are the specific audiences/ populations/ communities you hope to engage with in this project? How will you reach them?

- This can be a specific neighborhood, age group (i.e., seniors, youth), or community built around specific interests or social identities.

Resource: [Arts + Social Impact Explorer](#) (Americans for the Arts)

Character Limit 2000 (approx 350 words)

You do not have to use all the space provided

*Character Limit: 2000*

### **Expected Attendance\***

Estimated number of participants/audience members the project will serve.

*Character Limit: 10*

### **Creating Professional Impact\***

In the box below, share how the proposed project will positively impact your artistic growth. Please be as specific as possible.

Character Limit 1,000 (approx. 200 words)

You do not have to use all the space provided

*Character Limit: 1000*

## *Project Budget + Timeline*

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### **Project Timeline\***

Share how you will accomplish your idea in the Project Period (July 1, 2023 - February 29, 2024).

in the space below, create a timeline for key actions and milestones that will support the completion of a successful project.

Character Limit: 1500, roughly 250 words

You do not have to use all the space provided

*Character Limit: 1500*

Project Budget -

In the section below, you will work on your proposed project budget. Everyone's budget will look different, so with that in mind, United Arts created flexible budget tables.

Below are tips and resources for completing this section.

- The tables are split into Income and Expenses
- For income, label amounts as either confirmed or projected - you do this in the notes column
- For expenses, provide any known specifics around the expenses in the note column

For a great resource for creating budgets, visit <https://creative-capital.org/2018/07/19/applying-for-grants-presenting-a-realistic-budget/>

### Total Grant Request\*

Max request is \$5,000

*Character Limit: 20*

### Project Income

In the budget table below, build out your project budget.

In the first column, Income Source

- Identify where income from this project is coming from. This might be ticket sales, sales of works, admission o entry fees [from public-facing component], Grants, private donors/ investors, etc.

In the second column, put in the amount of income from each source. This field requires a dollar amount. You do not have to enter the dollar sign in your answer.

In the third column, input notes about that income. Has the income been confirmed, or is it projected income?

Income Source	Income Amounts	Income Notes





For example, Yes - \$15 per ticket, \$40 for a 3-day pass, etc.

No - Free event

*Character Limit: 250*

## Budget Narrative

If your budget includes more income than the requested United Arts Funds, explain how you will use the grant funding.

And / Or

If there is something unique or unusual about your budget that you want us and the review panel to know about, use the space below to share that information.

Character Limit 1000 (Approx. 200 words)

You do not have to use all the space provided

*Character Limit: 1000*

## Work Samples

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Work samples are critical to your application and are considered carefully during the panel review process. Samples should demonstrate the quality of artistic content and technical ability.

Work samples should be recent, concise, and as relevant to the project as possible. We recommend limiting your selection to three or four substantive work samples relevant to the project

- If you submit audio and video samples, please submit no more than 3 per application. Individual samples should not exceed 5 minutes. If submitted clips exceed 5 minutes, indicate which 5-minute portion reviews should view

You can upload a document for each work sample section (you can only upload one file per upload a file button) or link to the work sample in the text box. You will also have space in the textbox to briefly describe the work sample.

Each application has an attachment limit - if your work samples are too large, reach out to Elyse@UnitedArts.cc for an alternative.

### Work Sample #1\*

Describe the work sample that is either uploaded or linked in this section. Include • TITLE • ROLE (the artist's part in the project) • YEAR • MEDIUM/GENRE • DIMENSIONS • OTHER CONTRIBUTORS

*Character Limit: 1000 | File Size Limit: 10 MB*

### Work Sample #2

Describe the work sample that is either uploaded or linked in this section. Include • TITLE • ROLE (the artist's part in the project) • YEAR • MEDIUM/GENRE • DIMENSIONS • OTHER CONTRIBUTORS

*Character Limit: 1000 | File Size Limit: 10 MB*

### Work Sample # 3

Describe the work sample that is either uploaded or linked in this section. Include • TITLE • ROLE (the artist's part in the project) • YEAR • MEDIUM/GENRE • DIMENSIONS • OTHER CONTRIBUTORS

*Character Limit: 1000 | File Size Limit: 10 MB*

### Work Sample # 4

Describe the work sample that is either uploaded or linked in this section. Include • TITLE • ROLE (the artist's part in the project) • YEAR • MEDIUM/GENRE • DIMENSIONS • OTHER CONTRIBUTORS

*Character Limit: 1000 | File Size Limit: 10 MB*

## *Applicant Contact Information & Signature*

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### Preferred Phone Number of Applicant\*

*Character Limit: 250*

### Preferred Email Address of Applicant\*

*Character Limit: 254*

### Individual Artist Signature (Type Name)\*

By typing your name here, you certify that the organization is committed to completing the activities proposed in this application in compliance with any applicable laws, and that all materials in this application are true and complete to the best of your knowledge. You also certify that you have read the [guidelines](#) and that your project fits the requirements. Note: digital signatures cannot be uploaded in this field; you must type your name.

*Character Limit: 250*