Individual Artist Fellowship
FY21 Grant Program

Program Overview

Application Deadlines

**Dance and Theatre**
Before 11:59 pm (CST) | Friday, May 1, 2020
For projects taking place between July 1, 2020 – June 30, 2021

**Visual Art and Media Arts**
Before 11:59 pm (CST) | Thursday, April 1, 2021
For projects taking place between July 1, 2021 – June 30, 2022

**Music and Literature**
Before 11:59 pm (CST) | Friday, April 1, 2022
For projects taking place between July 1, 2022 – June 30, 2023

**Grant Award Notification Date**
Mid-June 2020

For Questions or Help: Contact Program Officer Kim Konikow | kkonikow@nd.gov | (701) 328-7592
PROGRAM OVERVIEW

INDIVIDUAL ARTIST FELLOWSHIP

The Individual Artist Fellowship grant program is designed to support outstanding 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 advance the applicant's career by helping the artist generate greater visibility with 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 community component activities are to also engage diverse audiences and communities.

First time applicants are encouraged to carefully review the Program Overview and Application Guidelines, then call the program officer prior to beginning an application.

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, 2019 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.
ELIGIBLE DISCIPLINES FY21
Dance and Theater – FY21
For projects taking place between July 1, 2020 – June 30, 2021
Includes: choreographers (including traditional dance genre), theater directors who generate new works, playwrights (including musical theater genre), lighting designers, set designers, and costume designers

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

AN APPLICATION WILL BE INELIGIBLE IF:

| Funds are requested for expenses specifically for: | Prizes, awards, benefits or hospitality (food, refreshments) costs |
| Funded for requested to support activities: | Fellowships, scholarships, tuition fees |
| | Payment of debts incurred before the grant activities begin |
| | Reduction of debt or deficit |
| | Long-term rental of equipment or property |
| | Payment of equipment costing $5,000 or more |
| | Capital costs, such as improvements, construction, or property |
| | That involves any organization at which the applicant is employed and/or from whom the applicant receives a W-2 or 1099 form. |
| | That develop curriculum plans, teaching materials, or teaching programs that are intended to be used in the applicant's regular course of employment. |
| | That are essentially for the religious socialization of the participants or audience |
| | That attempt to influence any state or federal legislation or appropriation |
| | That violate any federal, state, or local laws, ordinances, or policies |

The Application: Is not complete and received by 11:59 p.m. (CST) on the application deadline
The Applicant: Is not in compliance with any active grant agreement with NDCA
Has any overdue reporting requirements as specified in a previous grant agreement with NDCA

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.
- The board reserves the right to award full or partial support for proposed activities.
- All grants are subject to available funding from the North Dakota State Legislature and the National Endowment for the Arts.

APPLICATION REVIEW PROCESS
1) After Submission: Applications are reviewed by staff for eligibility and completeness.
2) **Panels:** Panelists are selected each year. [http://www.nd.gov/arts/node/112](http://www.nd.gov/arts/node/112). Applicants may attend and listen to the discussion but may not make a presentation or participate. Meetings are open to the public. See [www.arts.nd.gov](http://www.arts.nd.gov) 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 full 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 and Consistency** (0 - 10 points)
   - Quality and consistency of the applicant's work as evidenced by the sample work submitted

2) **Professional Achievement** (0 - 5 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 - 15 points)
   The applicant’s artist 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 on the applicant’s career is clearly identified and goes beyond current skills and strengths.

4) **Potential Impact** (0 - 8 points)
   Potential impact of the fellowship on the artistic future of the artist and arts development within the state. 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.

5) **Application Quality** (0 - 2 points)
   - How well did the applicant present themselves: Grammar, Presentation, Following Directions, Answering the Questions, etc.

**IF FUNDED**

**Notification and Agreement**
- If the application is funded, the primary contact will receive a grant award email notification from Grants Administrator Robin Bosch. Add Robin Bosch’s email, robosch@nd.gov, to your safe senders list to avoid the email from being rejected or routed to your Junk or Spam folder.
If the application is denied, the primary contact will receive an email from the program officer relaying appropriate panel comments. An authorized signer for the application will need to complete the grant agreement, to be emailed to Grants Administrator Robin Bosch at robosch@nd.gov.

Payment
- **Vendor Registry**: To receive payment, all grantees must be registered with the North Dakota State Vendor Registry Office. Funds are sent via direct deposit or by check to the address provided to the State Vendor Registry Office accounting system. Detailed instructions will be provided with the grant agreement.
- **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, 2020, 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
- The grantee is required to use the appropriate NDCA language and logos on all promotion of the funded activities as described here: [http://www.nd.gov/arts/grants/ndca-logo-credit-line-usage](http://www.nd.gov/arts/grants/ndca-logo-credit-line-usage)

GENERAL PROGRAM INFORMATION
- **North Dakota State Open Records Notice**
  All materials submitted to the North Dakota Council on the Arts become the property of NDCA and are subject to the North Dakota State Open Record Laws. Any member of the public may request to review, or receive copies of, any information that an applicant provides to NDCA.
  - NDCA funds may not be used in any way or for any activity that violates federal, state, or local laws, ordinances, or policies. Failure to comply with this requirement may cause the grant to be terminated and funds to be forfeited.
  - Equal opportunity to participate in and benefit from the programs of the North Dakota Council on the Arts is provided to all individuals regardless of race, national origin, color, sex, age, religion, sexual orientation, or disability in admission, access, or employment.
  - Upon request, NDCA materials will be made available in an alternate format. Contact the program officer for alternatives.

FOR QUESTIONS OR HELP
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