

Essential Artist Award

East Central Regional Arts Council

REGAPP - Grant Number

Character Limit: 15

Section 1: Essential Artist Award Certification

I am an individual artist, applying as an individual, not for a group or organization.*

Choices

Yes

No

I consider myself a professional artist.*

Choices

Yes

No

I am at least 18 years of age.*

Choices

Yes

No

I am a U.S. citizen, or have attained permanent resident alien status.*

Choices

Yes

No

I have been an East Central Minnesota/Region 7E permanent resident for a minimum of six months.*

Region 7E includes Chisago, Isanti, Kanabec, Mille Lacs, and Pine Counties. If funded you will be asked for documentation.

Choices

Yes

No

I do not have a Misuse of Funds determination with:*

- the MN State Arts Board or
- any designated MN Regional Arts Council.

Choices

Yes

No

I have no outstanding or unacceptable final reports with East Central Regional Arts Council (ECRAC).*

Choices

Yes

No

My project does not include expenses incurred prior to the earliest allowable grant start date?*

Choices

Yes

No

My project will not be used to match other ECRAC funded grants or grant applications.*

Choices

Yes

No

My project will not include funding for:*

- new building construction
- purchase of real property
- or, endowment funds.

Choices

Yes

No

My project will not include the purchase of alcoholic beverages or to pay associated costs?*

(servers, insurance, liquor licenses, etc.)

Choices

Yes

No

If applicable, I will make all events open and accessible to the general public.*

Choices

Yes

No

In promotion of the project I will use the ECRAC funding credit line and ECRAC logo.*

Choices

Yes

No

I will track and report all grant related costs.***Choices**

Yes

No

I have not received any McKnight Artist funding from ECRAC in the last two years.*

Artists can only have one active ECRAC Grant at a time.

Choices

Yes

No

My proposed Award does not include any of the following activities or uses of funds:*

- activities involving any organization at which I am employed;
- tuition, fees or work toward any degree;
- translation of literary work;
- development of curriculum plans, teaching materials or teaching programs which are intended to be used in the regular course of my employment;
- relocating my legal residence outside Region 7E;
- establishing any type of arts organization;
- publishing with a vanity press or self-publication costs;
- activities in which artists are required to pay excessive entry or exhibition fees in order to exhibit or perform;
- activities being funded by the MN State Arts Board;
- payment of debts incurred before the grant start date;
- activities that are essentially for the religious socialization of the participants or audience;
- activities in primary or secondary parochial schools;
- fundraising;
- engaging in illegal activities or terrorism of any kind;
- or activities that attempt to influence any state/federal legislation or appropriation.

Choices

Correct

Incorrect

This application only accepts the following file type(s):*

- PDF
- Word
- Excel
- MP3

Choices

I understand

Applicant Certification – Individual Artist Grant Program

My signature below certifies that I meet all of the eligibility requirements listed in the program information, that all of the information contained in this application and its attachments are true and correct to the best of my knowledge, and that I have submitted a complete and eligible application. I understand that I am not guaranteed funding with this application, or that I may only receive partial funding. I understand that I am solely responsible for the content of the application and that I have read and will follow the grant guidelines found here. In addition, I agree that photos, or other samples of my work can be used by ECRAC to publicize my grant (if received) or the ECRAC granting process.

Applicant Signature:*

Typed Name

Character Limit: 250

Signature Date:*

Character Limit: 10

FYI - To ensure all application files have uploaded and will open properly for reviewers, applicants should use the "Application Packet" button located at the top of the application. Any file upload error messages will appear on the "File Attachment Summary" page in the Application Packet.

Contact ECRAC staff via email at info@ecrac.org or by telephone at 320-591-7031 if you have any questions or concerns regarding your application. If requested early enough in advance of the grant deadline, ECRAC staff can review your draft application.

Section 2: Essential Artist Award Information

Essential Artist Award Title*

Character Limit: 50

Brief Essential Artist Award Description*

Character Limit: 750

Anticipated Audience, if any*

(Should match your Regional Arts Council Data Collection audience numbers in Section 7)

Character Limit: 750

If you have attended an ECRAC Grant Workshop, enter date below.

Character Limit: 10

BEG - Essential Artist Award Start Date*

You will find information about project dates on page 8 of the guidelines.

Character Limit: 10

END - Essential Artist Award End Date*

Character Limit: 10

Section 3: Essential Artist Award Request

REQ - Amount of Essential Artist Award Request*

This number must be \$8,000. (Enter below)

Character Limit: 20

Total Essential Artist Award Cost*

From your completed Project Expense Template in Section 5 (Enter below)

Character Limit: 20

Section 4: Artistic Work Samples and Work Sample Descriptions

See grant instructions and guidelines for specifications. Call ECRAC staff with any questions.

Work Samples - As you select a work sample for submission, remember that artistic excellence is the primary criteria. It is important that the samples you submit represent your work to its best advantage. Put your strongest work samples first. In general, the grant reviewers are not looking for a range in abilities. Rather, they look for a cohesive vision for grant recipients. If after reading the following, you have questions about your work samples or your work sample description list, contact an ECRAC staff person for specifications.

Combine samples as needed into documents/files in order to upload. There are three work sample upload fields allowing a total of 24 MiB. You may also link to your personal YouTube videos in the space provided.

FYI - Including more than the allowable number or length of work samples may disqualify your application.

Performance and Installation Artists; Actors and Directors; Dance, Film and Video Artists - 6 minutes maximum combined running time for all selections. In your work sample description please indicate the length of each sample (example 2 min. 30 sec.). List the title and recording date of each work. We recommend a YouTube link for this. Only use your own YouTube video links to ensure availability.

Musicians— 6 minutes maximum combined running time for all selections. Do not submit scores. In your work sample description please indicate the length of each selection (example 2 min. 30 sec.) List the title and recording date of each work. We recommend a YouTube link for this or MP3. Only use your own YouTube video links to ensure availability.

Writers, Playwrights, Screenwriters, Prose Writers and Poets - 2 samples of 5 pages or less. Scholarly manuscripts, standard journalism, and translations are not accepted. We recommend a Word document or PDF.

Visual Artists - There are a maximum of 10 visual artwork samples allowed. You should have all your samples in one document, one sample per page, and upload this document into one work sample field below, as long as it is not over 24 MiB. See below for work sample description information needed. We recommend a PDF for this, with a black background. Please contact ECRAC staff for further direction or other specifications if needed.

Other – If your art form does not fit into the categories above, please contact ECRAC staff for direction or other specifications.

Work Sample Description - The work sample descriptions should be brief, but they are required.

Include the following information:

- the title of the artwork;
- a brief description of each work sample submitted, including materials used in construction (if appropriate), dimensions, and completion dates;
- any additional details as noted above.

Work Samples (upload #1)*

File Size Limit: 8 MB

Work Sample Description*

Character Limit: 1000

Work Samples (upload #2)

File Size Limit: 8 MB

Work Sample Description

Character Limit: 1000

Work Samples (upload #3)

File Size Limit: 8 MB

Work Sample Description

Character Limit: 1000

Your YouTube or other website address for audio/video (upload #1)

Character Limit: 2000

Work Sample Description

Character Limit: 1000

Your YouTube or other website address for audio/video (upload #2)

Character Limit: 2000

Work Sample Description

Character Limit: 1000

Your YouTube or other website address for audio/video (upload #3)

Character Limit: 2000

Work Sample Description

Character Limit: 1000

Section 5: Essential Artist Award Project Description and Budget

See Grant Guidelines page 15-16 for information on preparing the plan, the budget and the price quote requirement.

Project Narrative/Detailed Award Description*

Include a detailed description of all activities, anticipated impact, and the budget items of the Award project:

1) Current work description

- discipline or medium;
- focus or direction;
- current artistic status.

2) Proposed Project Activities

- date(s);
- locations(s);
- workshop(s);

- other training;
- number of performances;
- name(s) of artist mentor(s);
- and any other information that will help the Arts Council understand your project.

3) Impact

- describe how you see your work changing as a result
- describe your barriers and how the proposed project activities will help you overcome them
- explain why you need the Award and how it will impact you as a professional artist.

4) Budget Narrative

- explain here all of the funds needed to complete these activities. The narrative and your project expenses should tell the same story.

Character Limit: 5000

Award Expenses*

Please download, complete and upload the Project Expense Template below.

File Size Limit: 2 MB

Award Expense Details and Explanations*

Describe your project expense details and explanations for each of your budget line items here. For example, if your total amount of supplies/materials is \$200 your explanations could look like:

- paint - \$50
- brushes - \$10
- canvas - \$40
- frames - \$100

Do this for each line item.

Note: these are not for profit grant projects. If the budget shows a profit, or appears to be a fundraiser, the application is ineligible.

Character Limit: 1500

Equipment Purchase

If your project includes the purchase of a piece of equipment totaling more than \$500 you are required to include three separate price quotes. One of these quotes needs to be from a Minnesota based vendor. Include each quote in the upload links provided below. The lowest

amount need not be selected.

Describe here which quote you have chosen, and why.

Character Limit: 1500

Price Quote 1

File Size Limit: 2 MB

Price Quote 2

File Size Limit: 2 MB

Price Quote 3

File Size Limit: 2 MB

Equipment Use Plan

If your proposal includes the purchase of equipment \$500 or more you also need to submit an *Equipment Use Plan*, signed by you, and certifying you will not sell the equipment without prior ECRAC approval. If applicable to your project, upload your *Equipment Use Plan* here.

File Size Limit: 2 MB

Award Income*

Please download, complete and upload the Project Income Template below.

File Size Limit: 2 MB

Award Income Details and Explanations*

Describe your project income details and explanations for each of your budget line items here. For example, if your total amount of earned income is \$300 your explanations could look like:

- earned income: sale of 3 paintings during the project at \$100 each

Do this for each line item.

Note: these are not for profit grant projects. If the budget shows a profit, or appears to be a fundraiser, the application is ineligible.

Character Limit: 1500

Section 6: Artistic Résumés

Your artistic résumé is required.

If applicable to your project, include an artistic résumé of your artistic mentor/instructor and/or any information on arts classes, workshops, and/or conferences.

All résumés or additional information should be PDF uploads.

See grant application instructions for a sample of an artistic résumé.

Your Artistic Résumé*

File Size Limit: 2 MB

Artistic Mentor Résumé

If you will be working with a mentor for this project, the mentor's artistic resume is required. A bio is not sufficient. See sample artistic resume in the grant guidelines if needed for clarification.

File Size Limit: 2 MB

Class, Workshop, and/or Conference Information

If you are proposing to attend a class, workshop, and/or conference, the description and agenda is required. If the session you propose attending does not have the details available include the past year's information. You may contact ECRAC staff if clarification is needed.

File Size Limit: 2 MB

Additional Artistic Résumé

For example: If you are working with more than one mentor include the artistic resume here.

File Size Limit: 2 MB

Section 7: Regional Arts Council (RAC) Data Collection

RAC Grant Data Collection*

These reporting fields are not used in the evaluation of your grant request and are simply used for data collection purposes.

Choices

I understand

Artistic Name

If you use an artistic name other than your legal name please enter it here.

Character Limit: 40

Artistic Name

If you use an artistic name other than your legal name please enter it here.

Character Limit: 250

If so, would you like ECRAC to use this artistic name for publicity purposes?

Choices

Yes

No

Are you a new applicant?*

Choices

Yes

No

County*

Choose the Region 7E county below in which you live.

Choices

Chisago

Isanti

Kanabec

Mille Lacs

Pine

MN House District*

MN legislative house district where your permanent address is located (Click Here to use the district poll finder).

Due to redistricting be sure to check Poll Finder for the correct House District

Choices

11B

15A

31A

32A

32B

39A

Congressional District*

U.S. congressional district where the applicant is located. To be eligible to apply you must live within the five county East Central Minnesota Region which is Congressional District 8.

Choices

8

CHROTH - Special Characteristics (optional)

For Individuals: Select any combination that applies to you.

Choices

5 Pre-K children 5 and under

Y Young adult (19-24 years)

YR Youth at Risk

A Adult (25-64 years)

S Older adult (65+)

I Disabled

II Individuals in Institutions

- V Military Veterans/Active Duty Personnel
- P Individuals with limited English Proficiency
- E Individuals with limited English Proficiency
- 99 None of the above

CHR - Race/Ethnicity (optional)

For Individuals: Please select all categories that by your best estimate represent your racial/ethnic characteristics. This information is not made public.

Choices

- N Native American/Alaskan Native
- A Asian
- P Native Hawaiian/Other Pacific Islander
- B Black/African American
- H Hispanic/Latino
- M Middle Eastern/North African
- W White/not Hispanic
- R Multiracial or Biracial
- 99 when no single group applies
- O Other

PCHRAGE - Age Group

Select the categories that best represent the age of those benefiting from your project.

Choices

- 1 Children/Youth (0 - 18 years)
- 2 Young Adults (19 - 24 years)
- 3 Adults (25 - 64 years)
- 4 Older Adults (65 + years)
- 9 No single age group

STAT - Status*

Select the one code that best describes the applicant. [Click Here](#) for a list of current **Status** codes. Enter "01" for individual.

Choices

- 01
- 02
- 03
- 04
- 05
- 06
- 07
- 08
- 09
- 98
- 99

INST - Institution*

Select the one code that best describes the applicant. [Click Here](#) for a list of current **Institution** codes. Enter "01" for individual.

Choices

- 01
- 02
- 03
- 04
- 05
- 06
- 07
- 08
- 09
- 10
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- 12
- 13
- 14
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- 39
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- 44

45
46
47
48
49
50
51
99

DIS1 - Discipline*

Select one code that best describes the applicant's primary area of interest in the arts. Click [Here](#) for a list of current **Discipline** codes. Example, enter "01A" for Dance, ballet.

Choices

01
01A
01B
01C
02
02A
02B
02C
02D
02E
02F
02G
02H
02I
03
03A
03B
04
04A
04B
04C
04D
04E
05
05A
05B
05D
05F
06
06A
06B
06C
06D
06E
06F

- 06G
- 07
- 07A
- 07B
- 07C
- 07D
- 07E
- 07F
- 07G
- 07H
- 07I
- 08
- 09
- 09A
- 09B
- 09C
- 09D
- 09E
- 10
- 10A
- 10B
- 10C
- 10D
- 11
- 12A
- 12B
- 12C
- 12D
- 13
- 14
- 15
- 98

PDIS1 - Award Project Artistic Discipline*

Select one category that best describes your proposed Award activity. [Click Here](#) for a list of current Discipline codes.

Choices

- 01
- 01A
- 01B
- 01C
- 02
- 02A
- 02B
- 02C
- 02D
- 02E
- 02F

02G
02H
02I
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03A
03B
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04E
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05A
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05F
06
06A
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06D
06E
06F
06G
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07B
07C
07D
07E
07F
07G
07H
07I
08
09
09A
09B
09C
09D
09E
10
10A
10B
10C
10D
11
12A

12B
12C
12D
13
14
15
98

Does your proposed Award involve a public event?*

Choices

Yes
No

Date(s) of the open to the public event(s).

If applicable, enter all individual event dates separated by a comma.

Character Limit: 250

If yes, include the name(s) and address(es) of the event location(s).

Character Limit: 250

ART - Adult Artists Participating*

Estimated number of adult artists directly involved in or providing art or artistic services specifically identified with grant activities. This number will be at least 1, you.

Character Limit: 10

ADULT - Adult Audience Benefiting*

Estimated number of adult audience participants benefiting directly from grant activities. Include for in-person activities only.

Character Limit: 10

ADULTONLINE - Adult Audience Benefiting Online*

Estimated number of adult audience participants benefiting directly from grant activities. Include for online activities only.

Character Limit: 10

YOUTH - Children/Youth Benefiting*

If applicable, estimated number of children and youth age 18 and under, participating in and/or benefiting directly from these grant activities, or included in an audience. Include for in-person activities only.

Character Limit: 10

YOUTHONLINE - Children/Youth Benefiting Online*

Estimated number of children and youth, age 18 and under, participating in and/or benefiting directly from these grant activities, or included in an audience. Include for an online audience only.

Character Limit: 10

EXP - Cash Expense of Award*

This number should be the total amount of the project minus the total amount of any in-kind revenue listed in your budget.

Character Limit: 20

INK - Award In-Kind*

This number should be the total amount of any in-kind revenue listed in your budget. (If none, enter "0")

Character Limit: 20

Contact staff via email at grantinfo@ecrac.org or by telephone at 320-591-7034 if you have any questions or concerns regarding your application. If requested early enough in advance of the grant deadline, ECRAC staff can review your draft application.

Thank you for applying! ECRAC staff wishes you all the best.
