

## FY2010 Application

### Individual Artist Professional Development Grant Program

**Application Deadlines :** **May 1, 2009** (for activities during 7/1/09 – 6/30/10)  
**August 1, 2009** (for activities during 10/1/09 – 6/30/10)  
**November 1, 2009** (for activities during 1/1/10 – 6/30/10)  
**February 1, 2010** (for activities during 4/1/10 – 6/30/10)

Please also refer to the guidelines/instructions.

<b>APPLICANT INFO.</b>  US Congressional District _____ KY Senate District _____ KY House District _____  To lookup district info, use <a href="http://www.vote-smart.org">www.vote-smart.org</a> or Call your County Clerk's office.	Salutation <span style="float: right;">Social Security #</span> <input type="checkbox"/> Miss <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Mr. <input type="checkbox"/> Dr.
	First Name <span style="float: right;">Last Name</span>
	Street Address
	City <span style="margin-left: 100px;">State</span> <span style="margin-left: 50px;">Zip Code +4</span> <span style="float: right;">County</span>
	Daytime Phone # <span style="margin-left: 100px;">Second Phone #</span> <span style="float: right;">FAX #</span>
	E-Mail Address
	Web Address
<b>PROJECT INFO.</b>	Project Title (short phrase)
	Project Beginning Date <span style="margin-left: 100px;">Project End Date</span>
	Amount Requested <span style="margin-left: 100px;">Required Match Amount</span>
Check all boxes <input type="checkbox"/> that represent(s) your race/ethnicity. Select <b>ALL</b> that apply.	<b>Grantee Race / Ethnicity:</b> <input type="checkbox"/> American Indian/Alaska Native <span style="margin-left: 100px;"><input type="checkbox"/> Asian</span> <input type="checkbox"/> Native Hawaiian/Pacific Islander <span style="margin-left: 100px;"><input type="checkbox"/> Black/African American</span> <input type="checkbox"/> Hispanic/Latino <span style="margin-left: 100px;"><input type="checkbox"/> White</span>

<b>KAC Staff Use ONLY</b>		
FY: <b>2010</b>	APP #: _____	CLIST #: _____
App Status: <b>01</b>	App Institution: <b>01</b>	App Discipline: _____
Project Disc: _____	Activity: _____	Project Race: _____
AIE Percent: <b>99</b>	AIE Description: <b>99</b>	Project Descriptors: <b>N/A</b>
Grant Program: <b>APD</b>	Grantee Race: _____	Date Received: _____

Check the one box <input type="checkbox"/> that represents the activity race/ethnicity.	<input type="checkbox"/> American Indian/Alaska Native Individuals	<input type="checkbox"/> Native Hawaiian/Pacific Islander Individuals
	<input type="checkbox"/> Asian Individuals	<input type="checkbox"/> White Individuals
	<input type="checkbox"/> Black/African American Individuals	<input type="checkbox"/> No Single Group
	<input type="checkbox"/> Hispanic/Latino Individuals	

***Project Budget***

Please complete the project budget form. If you prefer, you may duplicate the form on a separate document and include it as an attachment.

***Project Income***

Grant Request (up to \$500)

\_\_\_\_\_

Your Match (equal to, or greater than, the grant request)

\_\_\_\_\_

Total Income

\_\_\_\_\_

***Project Expense***

Registration Fees (workshops, conferences, etc.)

\_\_\_\_\_

Supplies

\_\_\_\_\_

Travel (e.g., car, airfare, lodging and meals)

\_\_\_\_\_

Other (please list)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Total Expenses

\_\_\_\_\_

**Total income should equal total expenses.** Please round off all figures to the nearest dollar.

## **Instructions for Completing Application Narrative**

To assist panelists in reading your application, duplicate the number and heading of each Performance Expectation (i.e., 1. Professional Development / Career Advancement) before your response to that item. Place your name and the words “Individual Artist Professional Development Grant” on the upper right-hand corner of each page.

### ***Narrative Outline***

Please respond to each of the Performance Expectations below on a total of two pages or less. Make sure that your narrative addresses each bulleted item.

#### **1. Professional Development / Career Advancement (40%):**

- Briefly describe your arts background and past and current professional arts experiences. Describe how they are related to the proposed activity.
- Describe the activity that you are proposing and how it will provide you with a **new or expanded opportunity** for professional development.
- Describe your professional and creative goals as an artist and how the proposed activity will support these goals and contribute to your career advancement.

#### **2. Planning (40%):**

- Describe your planning for the proposed activity and for related costs. Explain what you have done or will do to prepare for the activity.

*Please note: In addition to addressing the bulleted item above, support materials related to the proposed activity are required and must be attached to the proposal. Materials might include letters of invitation or acceptance, a workshop or class registration form, written quotes or cost estimates of work or travel related to the request. If your activity does not involve a confirmation or registration, you must provide a timeline and budget for the proposed activity.*

#### **3. Proficiency in Art Form (20%):**

- Describe the work samples you have submitted including technical and creative processes involved.

*Note: This criterion is based upon the work samples submitted, and the narrative response.*

## ***Application Checklist***

**Include this application checklist as the first page of your application package.**

Your application is not complete and will not be forwarded to the panel for review if it does not contain the following **mandatory information**:

**One signed original** of the following:

- Individual Artist Professional Development Grant Application and two-page Narrative

**One copy** of the following:

- Support Materials: Confirmation of proposed activity (registration form, letter of invitation, brochure, workshop or instructor information, etc.). If a registration form or confirmation is not applicable to your proposal, provide a timeline and budget for your activity. Written estimates for work should be attached.
- Work samples. (A resume or bio may fulfill this requirement IF applicant is a new artist seeking funding for the creation of work samples. For artists NOT submitting work samples, a resume or bio is REQUIRED for the application.)
- Work sample index.

**Copy of two (2) of the following:**

- Valid Kentucky driver's license
- Valid State of Kentucky identification card
- Voter registration card (with seal from County Clerk's office)
- Kentucky state income tax forms for the most recent year

**Optional Materials (one copy)** of the following: *In order to be competitive in this category, the following items are suggested:*

- Your resume or bio (two-page maximum). *Note:* For artists NOT submitting work samples, a resume or bio is REQUIRED for the application.
- Other related marketing or promotional materials, letters of support, sample brochures, etc.

**If you would acknowledgement of receipt of your application please:**

- provide an email address: \_\_\_\_\_

PLEASE NOTE: The Kentucky Arts Council does not return work samples or supporting materials.

## ***Applicant Signature***

*I certify that the foregoing statements and enclosures are true and complete to the best of my knowledge.*

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

**All signatures must be in RED ink.**

## ***Mailing Address for Completed Application***

Kentucky Arts Council  
Capital Plaza Tower  
500 Mero Street, 21<sup>st</sup> Floor  
Frankfort, KY 40601

# Work Samples

( = audio   = video   ■ = writing   = visual and craft )

**For the Individual Artist Professional Development Grant, submit one copy of each sample.**

**DO NOT SUBMIT ORIGINALS.**

## ***AUDIO/VIDEO/FILM WORK SAMPLE REQUIREMENTS***

### ***Audio: Compact Disc***

Applicants may submit up to three separate samples of work. Please indicate the tracks for review.

Label each case with artist name, title of work, total running time and date completed. This information must also be typed on the *Audio/Video/Film Work Sample Index*.

### ***Film/Video: DVD***

Applicants may submit up to three sample works.

Film and Video samples must be submitted on DVD. Work submitted on other formats will not be reviewed by the panel.

Label the tapes with the name of the artist or organization, title of the production and total running time. This information must also be typed on the *Audio/Video/Film Work Sample Index*.

## **■ WRITING WORK SAMPLE REQUIREMENTS**

Applicants may submit one or two sample works, up to the following: ***Poetry***: 15 numbered pages (*one sample may include several pieces from a single collection or publication*); ***Fiction and Creative Non-Fiction***: 20 to 30 numbered pages; ***Scripts***: A scene or a play, not to exceed 50 typed conventional script pages; ***Librettos***: (Opera or Musical Theatre). See requirements for scripts and include three CDs and/or musical scores according to format for composers.

### ***IMAGE REQUIREMENTS***

For the Individual Artist Professional Development Grant, artists may submit up to four images on a CD or prints up to 8" x 10". The importance of the quality of your images cannot be overemphasized. These images are the means by which you show your work; therefore, good images are extremely important! Your images should have no visual interference-leave the back door and the bedroom wallpaper out of your shots. The most effective image presentation is one that shows panelists a cohesive, consistent, developing body of your latest work. Select images representative of your style and sequence them in a way that will enhance the panelists' understanding of the direction of your work, and draw their attention to your most significant pieces.

Photos, prints and reproduction pieces submitted should be no larger than 8" x 10" and should be excellent quality reproductions of your work. **Do not send original work.**

Images of work submitted on CD should provide the information requested on the visual and craft work sample index form on this application. Information on work sample index should correspond with selected images on the CD.

**KENTUCKY ARTS COUNCIL  
AUDIO OR VIDEO WORK SAMPLE INDEX**

**Applicant's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip code + 4:** \_\_\_\_\_

**Day Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Check appropriate work sample documentation category:**

DVD       CD

**WORK SAMPLE 1**

**1. Title of Work:** \_\_\_\_\_

**2. Brief description:** \_\_\_\_\_

**3. Applicant's role/responsibility in the work:**

**4. Dates created, composed, performed, produced, or premiered:**

**5. Is this an**  **Entire work or a**  **Segment**

**If a Segment, did you enclose a sample of the entire work?**      **NO**       **YES**

**6. Total playing time of complete work:** \_\_\_\_\_

**7. Total playing time of segment:** \_\_\_\_\_

WORK SAMPLE 2

1. Title of Work: \_\_\_\_\_

2. Brief description: \_\_\_\_\_

3. Applicant's role/responsibility in the work:

4. Dates created, composed, performed, produced, or premiered:

5. Is this an  Entire work or a  Segment

If a Segment, did you enclose a sample of the entire work? NO  YES

6. Total playing time of complete work: \_\_\_\_\_

7. Total playing time of segment: \_\_\_\_\_

WORK SAMPLE 3

1. Title of Work: \_\_\_\_\_

2. Brief description: \_\_\_\_\_

3. Applicant's role/responsibility in the work:

4. Dates created, composed, performed, produced, or premiered:

5. Is this an  Entire work or a  Segment

If a Segment, did you enclose a sample of the entire work? NO  YES

6. Total playing time of complete work: \_\_\_\_\_

7. Total playing time of segment \_\_\_\_\_

**KENTUCKY ARTS COUNCIL  
WRITING WORK SAMPLE INDEX**

**Applicant's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip code +4:** \_\_\_\_\_

**Day Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Check appropriate work sample documentation category. (All sample work should be submitted within one category.)**

Poetry    Fiction    Creative Non-Fiction    Scriptwriting    Libretto

*Please number your work samples and use as many pages as necessary for the required number of work samples.*

**WORK SAMPLE # 1** \_\_\_\_\_

**1. Title of Work:** \_\_\_\_\_

**2. Brief description:** \_\_\_\_\_

**3. Date Completed:** \_\_\_\_\_

**4. Publisher:** \_\_\_\_\_ **Date of publishing:** \_\_\_\_\_

**5. Is this an**  **Entire work or a**  **Excerpt?**

**6. Number of pages** \_\_\_\_\_ **(Entire work)** **or number of pages** \_\_\_\_\_ **(Excerpt).**

**WORK SAMPLE # 2** \_\_\_\_\_

**1. Title of Work:** \_\_\_\_\_

**2. Brief description:** \_\_\_\_\_

**3. Date Completed:** \_\_\_\_\_

**4. Publisher:** \_\_\_\_\_ **Date of publishing:** \_\_\_\_\_

**5. Is this an**  **Entire work or a**  **Excerpt?**

**6. Number of pages** \_\_\_\_\_ **(Entire work)** **or number of pages** \_\_\_\_\_ **(Excerpt).**

**KENTUCKY ARTS COUNCIL**  
**VISUAL AND CRAFT WORK SAMPLE INDEX**

**Applicant's Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip code +4:** \_\_\_\_\_

**Day Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Applicant must include complete information. List the specific medium used in each work.  
Dates must be provided. Space is available to include additional details about each piece.

**1. Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Dimensions:** \_\_\_\_\_ **Medium:** \_\_\_\_\_

**Comments:**  
\_\_\_\_\_

**2. Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Dimensions:** \_\_\_\_\_ **Medium:** \_\_\_\_\_

**Comments:**  
\_\_\_\_\_

**3. Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Dimensions:** \_\_\_\_\_ **Medium:** \_\_\_\_\_

**Comments:**  
\_\_\_\_\_

**4. Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Dimensions:** \_\_\_\_\_ **Medium:** \_\_\_\_\_

**Comments:**  
\_\_\_\_\_