



Individual Artist Program FY18 Guidelines

This is a program of the Indiana Arts Commission (IAC). The IAC is an agency of State Government funded by the [Indiana General Assembly](#) and the [National Endowments for the Arts, a federal agency](#). On behalf of the people of Indiana, the IAC advocates engagement with the arts to enrich the quality of individual and community life. The IAC is governed by a [15 member board of gubernatorial appointees](#) and serves all citizens and regions of the state.

[The Individual Artist Program](#) supports projects that have a positive impact on any phase of an artist's career. Project proposals should focus on activities that support and enhance individual artistic growth and should define clearly the relationship of the proposal to career development.

Examples of past proposals have included:

- **Promotion/Presentation:** the cost of producing a demonstration CD for a composer, a DVD for a choreographer, a portfolio for a graphic artist, editorial assistance for a writer, etc.
 - **Travel:** to specific workshops, auditions, retreats or seminars; or to do research intrinsic to his/her art form.
 - **Services:** rental of equipment or facilities for presentation or creation of a new work.
 - **Supplies:** purchase of supplies, materials or equipment necessary for the completion or production of new work which is considered by the artist to be essential to their career.
 - **Training:** advanced workshops, master classes or coaching that will enhance the artist's abilities.
- This program does not support work towards a degree.

Applicants may request up to \$2,000 to support projects that occur between July 1, 2017 and June 30, 2018.

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| Disciplines accepted in this cycle | Grant Period | July 1, 2017–June 30, 2018 |
| Dance | Grant Information Webinar | December 5, 2016, 6:00 p.m. |
| Literature | Application Deadline | February 3, 2017, 4:30 p.m. |
| Music | Public Review Panels | April 2017 |
| Theatre | Awards Announcement | Late June 2017 |
| Folk Arts | Final Grant Report Due | July 2, 2018, 4:30 p.m. |

All times eastern

Public Benefit and Community Engagement

Project proposals are required to include a public benefit component. For this program, the IAC defines public benefit as an activity in which an artist actively seeks to dialogue, engage and/or involve the public with the goal of bringing about mutual understanding and appreciation between artists and communities. Examples of public benefit components include: open studio or rehearsal visits; public literary readings; demonstration events; gallery talks; public exhibitions or performances.

In the guidelines:

- [Applicant Eligibility Requirements](#)
- [Allowable Project Expenses](#)
- [Requirements of All IAC Grantees](#)
- [Application Review Criteria](#)
- [Draft Application Review Information](#)

Please Direct Questions to:

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| Program-related | Online System |
| Anna Tragesser | Adrian Starnes |
| Community Development MGR | Grants, Research & Technology MGR |
| 317.232.1281 | 317.232.1278 |
| atragesser@iac.IN.gov | astarnes@iac.IN.gov |

These guidelines will be made available upon request to meet special needs

Applicant Eligibility Requirements

Applicant must meet **all** of the following eligibility requirements:

- Applicant must be 18 years or older;
- Must currently reside in Indiana and for one year immediately preceding the date of application;
- Must be and remain an Indiana resident during the grant period;
- Must not be enrolled in any degree-granting program (undergraduate, graduate or doctorate) as of February 3, 2017;
- Cannot be an IAP recipient for the current (FY2017) year;
- Cannot apply as part of a collaboration for which another artist is also applying in the same fiscal year, and
- Cannot apply for an IAP grant to support a project for which an Arts in the Parks and Historic Sites grant has been awarded for the 2017 calendar year. If an Arts in the Parks and Historic Sites award has been received for 2017, an artist may also apply for an IAP grant to advance their career with a project that is different.

Access Applicants

Artists with disabilities may apply in any eligible FY2018 discipline. Applicants may be paneled with other access applications and will compete for the same funding source as all disciplines.

The Americans with Disabilities Act defines a person with a disability as one who has a physical or mental impairment that substantially limits one or more major life activities, is regarded as having such an impairment or has a record of such impairment.

(See <http://www.ada.gov/pcatoolkit/chap1toolkit.htm> for more information and to determine eligibility.)

There is an additional access question in the application that must be completed. The IAC will make certain this information remains confidential. If this question is not completed, the application will be paneled in the corresponding IAP discipline for the project if the rest of the application is deemed eligible and complete.

Further information for access applicants may be found on the IAC Accessibility Resources & Opportunities webpage at <http://www.in.gov/arts/accessibility.htm>.

Allowable Project Expenses

These include supplies, rental/purchase of equipment, facility rental, marketing/publicity/promotion, travel/transport within the United States, personnel, and workshops/training that further career development. Contact the IAP program manager with any questions concerning acceptable project expenses.

In-kind Income and Expenses

- In-kind contributions are goods and services that are donated to the project by individuals or organizations other than the applicant. These items must be listed in both the income and expense budgets as in-kind contributions/costs and must match.

Requirements of All IAC Grantees:

- Accessibility Requirements
- Contract Clearance
- Funded Grantee Requirements
- Payment Schedules
- Privacy Considerations
- Public Manifestation, Fair Labor, Drug Free, and Civil Rights
- Reconsideration Policy and Appeal Process

Detailed descriptions of these requirements can be found online: IN.gov/arts/2505.htm

Application Review Criteria

Applications are based on a **total of 100 points** divided into the following categories:

Impact on Artist's Career Development – 40 Total

- The artist provides a clear description of their career stage. (Note: Emerging/Early Career artists may be pursuing a new career direction coming from an arts background or another occupation outside the arts.)
- The project is clearly described.
- Extent to which the proposed project positively supports individual artistic growth and impacts career development.
 - Both early career and established artists should clearly define the relationship of the activities in the proposal to career development.
 - Both early and established artists should provide information on the relative quality of the proposed activities. (e.g. a link to, and description of, a workshop/event you are planning to attend)
- Goals of the project are clearly explained, achievable, and measurable.

Public Benefit – 10 Total

- Activity(ies) are identified that will actively engage and directly impact the public.

Feasibility – 20 total

- Achievement of project goals and activities are reasonable within the timeline.
- Estimated expenses are appropriate and reasonable. The income and expense totals match, including in-kind totals.

Quality of Artist's Work – 30 Total

- The artist's resume includes educational background and any professional employment or other opportunities related to their discipline.
- Documentation provided represents the applicant's current body of work and supports the applicant's proposed project.
- The overall application (including support materials) is presented in such a way (clarity, detail, accuracy) as to allow an independent reviewer to evaluate its merit.

All eligible applications will be reviewed by a conflict free panel of professional peers from around the state. The panel meeting time and location will be posted on the IAC website. The meeting will be open to the public for observation only and will be recorded (quality cannot be guaranteed). Applicants are invited to attend in person to hear feedback. Applicants cannot lobby or address the panel on behalf of their applications before, during, or after the panel meeting.

Draft Application Reviews

Draft reviews by IAC staff are available to **first time applicants** for general feedback and suggestions. A review may be requested by emailing the program manager at any time the applicant feels their application is complete. Applicants should include their full name and application number so the program manager can locate the application in the online system. Reviews will be done in the order requests are received, and the deadline is **Friday, January 20, 2017**.

Previous applicants are welcome to ask questions related to their proposal by contacting the Interim Program Consultant, Nathan Davis, whose contact information is on page one of the guidelines.

Ready to apply?



Access the online system IN.gov/arts/onlineapplications&reports.htm
View a sample application IN.gov/arts/individualartistprogram.htm

ONLY online applications will be accepted.



When applying for an IAC grant

On behalf of the people of Indiana, the Indiana Arts Commission (IAC) advocates engagement with the arts to enrich the quality of individual and community life. Governed by a 15-member board of gubernatorial appointees, the IAC serves all citizens and regions of the state. The Indiana Arts Commission is an agency of State Government funded by the Indiana General Assembly and the National Endowment for the Arts, a federal agency.

Our Mission To positively impact the cultural, economic and educational climate of Indiana by providing responsible leadership for and public stewardship of artistic resources for all of our State's citizens and communities.

Our Vision The arts everywhere, every day, for everyone in Indiana.

Our Values **Change for FY18**

- The benefit of our activity is public, belonging to every individual citizen as we champion arts organizations, providers, and artists in our State.
- Our activities will be transparent, fair, and ethical.
- Our programs and processes will have public ownership and will build community.

Public Funding Imperatives **New for FY18**

Public resources are invested on behalf of every taxpayer to produce public value for all.

At the heart of every IAC granting program are the imperatives of fair access, diversity, and education. Fair access, because all who contribute to this investment should be able to benefit from it. Diversity, because all should have an equal voice in the benefit produced. Education, because each individual's life should be changed by the investment. Outcomes should advance the well-being of all and build culturally rich, cohesive, peaceful and prosperous communities. Public resources partner with the not-for-profit community and artists to help organizations produce their core, charitable benefits, and in so doing, open up those benefits so that they positively affect all.

Community Engagement as a Funding Priority **New for FY18**

In 2016, the IAC conducted a strategic review of the criteria, eligibility and funding priorities for those grant programs within the RIG program and Commissioners approved recommended changes in September 2016. One such change is a more strategic emphasis on Community Engagement in FY18 and beyond. The Commission believes that this emphasis will bring about the following outcomes:

- to bring grant programs more in line with cultural development, community development, economic development, and social and civic work trends across a range of policy, programming and funding agencies; and,
- to encourage more dynamic, direct, integral and beneficial work with citizens and communities.

Definition of Community Engagement **New for FY18**

Community describes a collection of people, places and organizations that are connected through some external factor, such as geographic location or cultural affinity. Engagement describes an active, two-way and long-term relationship in which one party motivates another to get involved or take action—and both parties experience change. Mutual activity and involvement are the keys to community engagement. Community Engagement promotes consistent community relationships that are a step beyond conventional programmatic partnerships. Consistent community engagement is an integral and multi-layered part of the work culture of the arts provider; it is not activity-based, such as in collaboration or marketing to diverse audiences, nor is it solely program-based. (Definition adapted from the National Guild for Community Arts Education.) Is there a concise example? Link to examples.