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*Grant Guidelines*

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John Ringling Towers Fund  
**Individual Artist Award**

*Performing Arts*

*Visual Arts*

*Literary Arts*

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# Program Calendar

**Tuesday, July 10, 2018, 9 a.m. – 10:30**  
Grants Workshop, Sarasota (Center for Arts and Humanity)

**Wednesday, July 11, 2018, 1 p.m. – 2:30**  
Grants Workshop, Venice (Gulf Coast Community Foundation)

**Thursday, July 12, 2018**  
Grant application Open

**Tuesday, Sept. 3, 2018**  
Grant application Deadline

**September 5-11, 2018**  
Grant panel Meeting

**Friday, September 28, 2018**  
Applicants notified

**Monday, October 22, 2018** – *Celebration of the Arts* – Grant presentation

# Contact Us

General Information: 941-365-5118 ext. 313

E-mail: [operations@sarasotaarts.org](mailto:operations@sarasotaarts.org)  
(please include “JRTF awards” in the subject line)

Application: <https://form.jotform.com/71197907275163>

# Program Description

The Arts and Cultural Alliance of Sarasota County established this grant program to provide direct assistance to Sarasota County artists and recognize exceptional work to support further development of their talents. The John Ringling Towers Fund -- Individual Artist Award supports artists' as they explore and refine their craft. It also provides artists with valuable recognition and affirmation from their peers and the public.

The program is designed to recognize emerging and practicing, professional, creative artists residing in Sarasota County through monetary awards.

The John Ringling Towers Fund -- Individual Artist Award was created to honor the spirit of the John Ringling Towers, where the visual, performing and applied arts were all celebrated. This fund is managed by the Arts and Cultural Alliance of Sarasota County, the Gulf Coast Community Foundation, and the Community Foundation of Sarasota County.

In collaboration with the Hermitage Artist Retreat, Inc., the top-scoring grantee in each discipline will receive a residency at the Hermitage Artist Retreat in Manasota, FL. The Hermitage requires that, in exchange for this residency, the artist contribute to the Hermitage public programming. The Alliance may also require a public presentation of the artist's work, the venue to be determined on a yearly basis.

A merit-based program, the Individual Artist Award provides grants of up to \$3,000 in recognition of exceptional original work. The number and size of awards will vary according to the number of applications reviewed and the funds available.

## Eligibility

Any professional artist 18 years or older who has been a **legal resident of Sarasota County for one year** at the application deadline is eligible.

The following exceptions apply:

- Students enrolled in a directly-related degree program at the time of application or those whose degrees are pending are ineligible.
- Recipients may receive only one John Ringling Towers Fund Individual Artist Award every three years.
- Arts and Cultural Alliance of Sarasota County board members and staff are ineligible.
- Applicants must be a member of the Arts and Cultural Alliance.
- Collaborating artists interested in applying together must file and sign one joint application for a single grant, as well as provide resumes for both collaborators. A collaborator may reside out of state, so long as one applicant is a legal resident of Sarasota County.

# Application and Review Process

- Potential applicants are encouraged to attend **Grant Workshops** to learn about the grant program and to ask questions about the application and evaluation process. All applicants, including returning applicants, are strongly encouraged to attend a Grant Workshop. The dates for these workshops are on Page 2 of this packet.
- Register for a Grant Workshop at: <https://form.jotform.com/81656170544155>
- Complete applications submitted by the published deadline will be reviewed by the panel.
- Alliance staff are available to answer technical questions regarding preparation and submittal of the application. Staff do not consult on the content of grants.
- A panel of experts with direct experience in the appropriate discipline will review applications and supporting materials and score them.
- Funding recommendations made by the review panels are presented to the Arts and Cultural Alliance board for the final award decision.
- 75% of the award will be presented in a check at the Celebration of the Arts. The remaining 25% of the award will be delivered upon acceptance of the a Final Report.

## Notification

Applicants will be notified by mail of the final status of their grant request on or about Friday, September 28, 2018. Awards will be presented at the Celebration of the Arts October 22, 2018.

Applications not funded will receive notification on or about Friday, September 28, 2018.

Notes and scoring by the panel are available to the applicant for review.

# Apply

Applications must be completed online: <https://form.jotform.com/71197907275163>

## Prepare

- Read this guide and view the online application form
- Attend a Grant workshop
- Create an artist's statement and other text materials offline before going to the online application.
- Prepare up to five work samples
- You cannot save your application and come back to it, so preparing material ahead of time is important.

## Tips for Producing a Better Application:

- Focus on how the grant will “make an artistic difference” if you are awarded funds. Grant funds are scarce. Therefore, funders want every dollar awarded to be *significant*. In the Artist Statement, include specific details about how your successful proposal will help meet your artistic goals.
- Prepare your text offline and copy and paste the information into the online application. It is easier to edit in a regular word processor and you have the added benefit of saving the document on your computer to use for another application. The online form cannot be saved and returned to, so it is important to have your material ready to complete the form in one session.
- Be aware of the character limits – which include spaces. Fashion your responses to make your point within the limits.
- Review the Scoring Guide that will be used to evaluate your application prior to writing your proposal. If your proposal does not seem to “match” what is being measured on the Scoring Guide, you may be better served to seek funding through other grant programs. If your proposal does look like a match with the Scoring Guide, focus on demonstrating excellence in every area that is evaluated. Likewise, avoid addressing too many elements of your proposal that are *not* covered in the Scoring Guide.
- Before you submit your application, ask someone unfamiliar with your work to read the entire proposal and review the work samples.

Application Due Date: Tuesday, September 4, 2018 5 p.m.

Late or incomplete applications will not be accepted. No material may be submitted after the deadline.

## Receipt Notification:

You will receive an email acknowledgement when you have successfully submitted your proposal.

# Scoring Guide

## Criteria

The applicant is a professional artist whose artistic quality, creative ability, and artistic vision are strong, based on the evidence provided in the application and in the work samples submitted for review.

### **Panelist's Guide for Scoring John Ringling Towers Fund -- Individual Artist Awards**

*Please substantiate quantitative scores with detailed feedback in the space provided below.*

Applicant's Name:

Discipline:

Level 5	The artistic vision for new work stretches personal artistry into new areas. Work samples show a very high quality professional use of medium and intentional application or intentional dismissal of the elements and principles of the art form. Work samples show that the artist is able to reach his/her vision at a very high professional level.
Level 4	Work samples show a very high quality professional use of medium and intentional application or intentional dismissal of the elements and principles of the art form. Work samples show that the artist is able to reach his/her vision at a high professional level.
Level 3	Work samples show a high quality professional use of medium and intentional application or intentional dismissal of the elements and principles of the art form. Work samples show that the artist is able to reach his/her vision at a professional level.
Level 2	Work samples show a professional use of medium and intentional application or intentional dismissal of the elements and principles of the art form. Work samples show that the viewer is able to recognize an artistic vision only by reading the supporting text.
Level 1	Work samples show a professional use of medium. However, the artistic vision and work samples do not match. The vision is not clearly articulated and the work samples do not elicit an artistic vision.
Level 0	The resume and work samples do not indicate that the applicant is a professional artist.

Comments:

# Final Report

**Due Date October 30, 2019**

Final reports are submitted online: <https://form.jotform.com/81165774144156>

Acceptance of the Final Report initiates payment of the remaining 25% of your grant award.

If the Final Report is not received by Tuesday, October 30, 2019, the remaining balance will be considered forfeited and that sum will be “rolled over” into program funds for the following grant cycle.

The online final report includes:

- Include the Grant Number identified in your award letter to identify your Final Report
- Describe how the funds were used to advance your goals as a professional artist. Include dollar amounts and expense description.
- Describe of the work supported in part by this funding, including comments about the artistic value of the work presented. (e.g. "Program Notes" that were given to an audience, or a key passage excerpted from an Exhibition Catalogue, etc.)
- Provide copies of published reviews (online, or in newspapers, etc.)
- If applicable, provide samples of how the Arts and Cultural Alliance of Sarasota County was credited as a funder in the program guide, website listings, advertisements, or other published settings.
- If there were promotional pieces used to advertise the work created (newspaper clippings, etc.) in which the funder was not mentioned due to space limitations, include a photocopy of these placements also.

*The Arts and Cultural Alliance of Sarasota County reserves the right to revise the Guidelines and application form. Funding for this grant program is contingent on approval of applicable budgets.*