



ART

**MIAMI-DADE COUNTY
DEPARTMENT OF CULTURAL AFFAIRS
FY 2025-2026 ARTIST ACCESS GRANTS PROGRAM GUIDELINES**

*****PLEASE READ ALL MATERIALS CAREFULLY*****

THE DEPARTMENT OF CULTURAL AFFAIRS RESERVES THE RIGHT TO REVISE INFORMATION PUBLISHED IN THESE GRANTS PROGRAM GUIDELINES AND GRANT APPLICATION INSTRUCTIONS.

APPLICANTS ARE ENCOURAGED TO ATTEND THE WORKSHOP, EITHER IN-PERSON OR VIRTUAL, AT 4 PM ON **SEPTEMBER 8, 2025**, VIEW THE RECORDED LINK OR SCHEDULE A CONSULTATION WITH THE PROGRAM ADMINISTRATOR PRIOR TO SUBMITTING AN APPLICATION. **NOTE: WORKSHOP ATTENDANCE AND CONSULTATIONS ARE NOT REQUIRED IN ORDER TO APPLY.**

FOR QUESTIONS PLEASE CONTACT:

Roxana Barba, Program Administrator
Miami-Dade County Department of Cultural Affairs
111 NW 1st Street, Suite 625
Miami, FL 33128
roxana.barba@miamidade.gov
Phone (305) 375-4209 / Fax (305) 375-3068
www.miamidadearts.org

- ◆ Para asistencia en español, llame a nuestra oficina, 305-375-4634
- ◆ Pou plis enformasyon sil vou ple rele biwo nou nan numewo, 305-375-4634

It is the policy of Miami-Dade County to comply with all the requirements of the Americans with Disabilities Act. To request materials in accessible format, sign language interpreters, and/or any accommodation to participate in any County-sponsored program or meeting, please contact Dana Pezoldt at 305-375-4634 or by email at culture@miamidade.gov five days in advance to initiate your request. TTY users may also call 711 (Florida Relay Service.)

PROGRAM OBJECTIVE

Funded by Miami-Dade County and in partnership with FUNDarte, the Artist Access Grants Program is designed to assist practicing, professional artists in any medium or discipline residing in Miami-Dade County pursue professional development opportunities that will advance their practice and careers in demonstrable ways.

FUNDING REQUEST

Artists may request up to \$2,000. Artists who are not recommended for funding in one funding period may re-apply for a new opportunity in the following funding period. Artist Access offers three funding periods per year: Fall/Winter, Spring and Summer. Artists may only be awarded once a funding year.

Awarded artists must observe a one-year wait period before applying again to Artist Access.

An Artist Access Grant carries no commitment for future support beyond the time of the funded activity.

ELIGIBILITY

To be eligible to apply, an artist **MUST**:

- ◆ Be a working professional artist (defined as a person who has created a recognized body of work over a sustained period and pursues this work as a means of livelihood). Professionals who work directly with individual artists - such as curators, arts administrators, producers, or presenters - are **not** eligible to apply.
- ◆ Be at least 18 years of age, a legal full-time resident of Miami-Dade County and must have resided and worked in Miami-Dade County for at least one year prior to the application deadline
- ◆ Complete grant activities within twelve months of the start date in the application
- ◆ **Not** be enrolled in high-school or college/university

Eligible Opportunities:

Eligible opportunities include artistic professional development and skill-building opportunities such as specialized workshops, artist residencies, technique classes with master artists, conferences, teaching artist training, arts leadership training and other non-credit artistic learning opportunities (in-person or virtual). Applicants must demonstrate how the potential, timeliness, and impact of the opportunities will advance the artist's career.

Artists may apply for funding support for the following artistic professional development opportunities. Grants are awarded on a reimbursement basis following completion of the opportunity and submission of proof of payment(s) at the time a final report is due. **Awarded artists typically receive payment two weeks after the final report has been reviewed and approved.** Awards are not paid in advance.

Eligible opportunities include:

- Local, national, or international in-person and virtual workshops, conferences, independent study with a mentor artist and other artistic learning opportunities. Eligible expenses are registration and classes fees, mentor artists' fees, travel costs including airfare and stay, per diem, materials (bibliography and art supplies) and specialized equipment required to pursue the proposed professional development opportunity.
- Travel-related creative research. Applicant artists must provide evidence of research-based practice and substantial detail describing scope, collaborators, itinerary, and body of work to be developed because of the research. Eligible expenses include airfare, stay, per diem, transportation costs, bibliography, and collaborators' fees.
- Skill building opportunities to help artists expand their skills in areas such as self-promotion, arts administration, website development and specialized software training.
- In-person and virtual teaching artist and arts leadership trainings to advance artists' careers.

The professional development opportunity must take place within the corresponding funding period.

Applicants must provide supporting documentation such as letters of invitation, conference or workshop registration information, conference schedule, itinerary of activities, master artists and/or collaborators' bios, letters of support, etc. Proof of payment(s), including but not limited to, bank/credit card statements, receipts and invoices, will be required for the final report.

Ineligible Opportunities:

Project-oriented opportunities (such as exhibits or performances that consist of presenting work to the public), professional certification, certificate, degree-seeking opportunities, opportunities presented by students (high school, undergraduate, graduate and any student enrolled in a degree program at the time of application) and touring engagements are **not** eligible for funding consideration. Costs associated with the presentation of exhibits or performances (such as installation expenses, supplies and materials and other project-related expenses) are **not** eligible expenses. **Requests for project-oriented opportunities will be disqualified and not forwarded to panel for review.**

- Project-oriented opportunities (such as exhibits or performances that consist of presenting work to the public)
- Speaker presentation opportunities
- Professional certification, certificate, degree-seeking opportunities
- Opportunities presented by students (high school, undergraduate, graduate and any student enrolled in a degree program at the time of application)
- Touring engagements
- Studio rental
- Equipment purchases not directly related to a professional development opportunity

It is recommended that artists review the Frequently Asked Questions (FAQs) section of the Artist Access Grants Program page on the Department’s website at www.miamidadearts.org.

HOW TO APPLY

The applicant’s deadline to apply must correspond to the funding period in which the professional development opportunity takes place (please refer to the FUNDING PERIOD in the DEADLINES section). The Artist Access Grants Program utilizes an online application process through the Department’s website. Visit www.miamidadearts.org and click the GRANTS tab to access SurveyMonkey Apply, the Department’s online grants program portal page.

Pre-Submission Workshop

Applicants are strongly encouraged to attend or view the recorded link of the Artist Access Pre-Submission Workshop prior to the application’s corresponding cycle deadline. Staff will be available to answer questions and review the program’s eligibility criteria, application, and final report requirements. Recordings of the workshop will be available immediately after the workshop on the Artist Access Program information page at www.miamidadearts.org. Participants attending virtually will be provided with a link to the workshop after registration. Refer to the DEADLINES section for workshop dates and times.

If you would like to schedule a consultation, contact Roxana Barba, Artist Access Program Administrator at (305) 375-4209 or by email at roxana.barba@miamidade.gov.

The Artist Access application requires:

- Artist’s CV and Bio
- Background information on professional development opportunity
- Letter of invitation and/or registration information (if applicable)
- Up to 6 work samples (online links, images and/or writing samples)
- Project budget detailing the cost of the opportunity
- Two (2) forms of proof of Miami-Dade County residency (for example, Florida Driver’s License; voter registration card; current utility bill in applicant’s name; etc.)

For a list of acceptable documents refer to the program’s FAQs section of the Artist Access Grants Program page at www.miamidadearts.org/artist-access-art-grants-program).

DEADLINES

There are three (3) deadlines annually. If an artist applies in a funding period and is not recommended, the artist may re-apply in the following cycle for a new opportunity. Artists may only be awarded once a funding year.

	FALL/WINTER	SPRING	SUMMER
Funding Period	October 1, 2025 – January 30, 2026	February 1 – May 30, 2026	June 1 – September 30, 2026
Applications OPEN	August 25, 2025	December 2, 2026	April 27, 2026
Workshop (in-person OR virtual participation)	Monday, September 8, 2025 4:00 PM Stephen P. Clark Government Center 111 NW 1 st Street, Miami, FL Suite 625 Click here to register via Zoom for virtual participation		
Application Deadline	September 29, 2025	January 6, 2026	June 1, 2026
Panel Meeting	October 23, 2025 (TBC)	January 29, 2026 (TBC)	June 25, 2026 (TBC)

EVALUATION CRITERIA

The Artist Access Panel is composed of volunteer individual artists, arts administrators, educators and/or producers, who will evaluate each application applying the following criteria:

Potential Impact:

- Potential impact the opportunity has to enhance the artist’s skill set, practice and career
- Potential benefit(s) from the opportunity as presented in the application
- Potential for the artist to learn, research, and expand their practice as a result of the opportunity

Opportunity:

- Degree to which the opportunity lines up with the applicant's expectations with regard to growth in artistic practice
- Degree to which the opportunity reflects the Artist Access' Program's mission and objective

Application:

- Clarity of narrative responses to describe information needed to evaluate the opportunity
Artistic practice is supported by the artist statement, work sample(s), resume, support letters and other support materials contained in the grant application

Rigor & Commitment:

- Evidence of artist's commitment to her/his practice as shown in the narrative, CV, bio and work samples

Applying artists are encouraged to consider including the following:

- WHY the opportunity is critical at this juncture in the artist's career
- WHAT the opportunity offers that will advance the artist's career; WHAT the impact will be on the artist's practice and work
- WHO will the artist work with and WHY the opportunity is critical at this moment

All applicants will receive notification of the panel's decision following the panel meeting.

GRANT PAYMENT / REPORTING

Awarded artists will receive their grant payment, on a reimbursement basis, following completion of the opportunity and submission of a final report. Grantees are solely responsible for managing the funds and submitting proof of expenses as part of the final report. Final reports must include copies of paid receipts and/or cancelled checks and a brief narrative related to the grant-funded activities. Awarded artists will receive the grant payment directly from FUNDarte, Inc., which serves as the fiscal agent of the Artist Access Grants Program. Awards are subject to the availability of funds.

FOR QUESTIONS REGARDING GRANT PAYMENT AND FINAL REPORTING:

Carlos Caballero, Program Director

FUNDarte

7455 Collins Ave #201

Miami Beach, FL 33141

info@fundarte.us

Phone (786) 348-0789

<https://fundarte.us>

COMPLIANCE REQUIREMENTS

All funded activities must provide equal access and equal opportunity in employment and services, and may not discriminate on the basis of race, color, religion, ancestry, national origin, sex, pregnancy, age, disability, marital status, familial status, sexual orientation or physical ability, in accordance with Title VI and Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972 as amended (42 U.S.C. 2000d et seq.), the Americans with Disabilities Act (ADA) of 1990, Section 504 of the Rehabilitation Act of 1973, and Miami-Dade County ordinances No. 97-170, § 1, 2-25-97 and No. 98-17, § 1, 12-1-98.

All documents submitted to the Miami-Dade County Department of Cultural Affairs at any stage of the grant cycle process, including electronic submissions, are subject to the State of Florida Public Records Law, Chapter 119, Florida statutes. (Section 119.011(12), Fla. Stat.).

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The Miami-Dade County Department of Cultural Affairs and the Cultural Affairs Council develop cultural excellence, diversity, access and participation throughout Miami-Dade County by strategically creating and promoting equitable opportunities for artists and cultural organizations, and our residents and visitors who are their audiences. Through staff, board and programmatic resources, the Department, the Council and the Trust promote, coordinate and support Miami-Dade County's more than 1,000 nonprofit cultural organizations as well as thousands of resident artists through grants, technical assistance, public information and interactive community planning. The Department directs the Art in Public Places program and serves its board, the Art in Public Places Trust, commissioning, curating, maintaining and promoting the County's art collection. The Department also manages, programs and operates the Dennis C. Moss Cultural Arts Center, Joseph Caleb Auditorium, Marshall L. Davis Sr. African Heritage Cultural Arts Center and Miami-Dade County Auditorium, all dedicated to presenting and supporting excellence in the arts for the entire community. The Department receives funding through the Miami-Dade County Mayor and Board of County Commissioners, The Children's Trust, the National Endowment for the Arts, the State of Florida through the Florida Department of State, Florida Division of Arts and Culture and the Florida Council on Arts and Culture, the John S. and James L. Knight Foundation, the Peacock Foundation, Inc., The Jorge M. Pérez Family Foundation at The Miami Foundation, and the Taft Foundation. Other support and services are provided by TicketWeb for the Culture Shock Miami program, the Greater Miami Convention and Visitors Bureau, the South Florida Cultural Consortium and the Tourist Development Council.