



ART

**MIAMI-DADE COUNTY
DEPARTMENT OF CULTURAL AFFAIRS
FY 2021-2022 ARTIST ACCESS GRANT 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 A PRE-SUBMISSION WORKSHOP ON **AUGUST 23, 2021** (FALL CYCLE), **FEBRUARY 8, 2022** (SPRING CYCLE) OR SCHEDULE A CONSULTATION WITH THE PROGRAM ADMINISTRATOR. **NOTE: WORKSHOP ATTENDANCE AND CONSULTATIONS ARE NOT REQUIRED IN ORDER TO APPLY.**

FOR QUESTIONS PLEASE CONTACT:

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

Eligible opportunities include artistic professional development and skill-building opportunities, financial offset of equipment purchase and studio rental. Applicants must demonstrate how the potential, timeliness, and impact of the opportunities will forward the artist's career.

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.

FUNDING REQUEST

Artists may request up to \$1,500. Typical awards may range from \$500 up to the full amount requested. An artist may apply **once** in a program year (October 1 – September 30); however, artists who apply in the Fall/Winter cycle and are not recommended for funding may re-apply for a new opportunity in the program's Spring/Summer cycle.

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:

Artists may apply for funding support in **one** of the following categories. **Applications with requests to multiple categories will be disqualified and not forwarded to panel for review:**

- **Artistic professional development opportunities (paid by reimbursement)**

These include local, national, or international in-person and virtual workshops, conferences, independent study with a mentor artist and other artistic learning opportunities and creative research. Skill building opportunities to help artists expand their skills in areas such promotion, website development and video editing are eligible. Other eligible opportunities include teaching artist training and leadership training. **The opportunity must take place within the corresponding cycle funding period.**

Applicants in this category must provide supporting documentation such as letters of invitation, conference or workshop registration information, conference schedule, etc. Proof of expenditures will be required for the final report.

NOTICE REGARDING TRAVEL FOR PROFESSIONAL DEVELOPMENT OPPORTUNITIES OUTSIDE OF MIAMI-DADE COUNTY

The Artist Access Program is accepting applications for in-person professional development opportunities that require travel outside of Miami-Dade County. The Department of Cultural Affairs strongly recommends each applicant check the Center for Disease Control and Prevention advisories for fully vaccinated and unvaccinated individuals prior to travel. Applicants who wish to move forward with a travel-related request and are funded by the panel are advised they are proceeding at their own risk. Artist Access Program funding support does not assume direct or indirect responsibility for any consequences associated with an applicant's decision to travel.

- **Studio and space rental fees (paid in advance)**

Applicants must articulate the impact studio rental financial assistance will have in their practice and/or development of a project. Applicant in this category must provide a quote and/or rental agreement as a supporting document in the application package; proof of studio rental expenses will be required for the final report.

Space rental for projects supported by a presenter or commission are acceptable; however, the artist must submit supporting documentation (such as terms of agreements and/or other documents) demonstrating that studio rental fees are not covered by the presenter or commission. **The rental period must take place within the corresponding cycle funding period.**

- **Equipment Purchases (paid by reimbursement)***

Applicants must articulate the equipment is needed to **advance their career and is directly tied** to the artist's daily practice. Allowable purchases in this category include sound and film equipment, projectors, computer software, hard drives, video cards, musical instruments, lights, cameras, recording equipment for documentation purposes, etc. Supplies and materials such as paint, brushes and canvases are **not** eligible purchases.

Laptops and computers are eligible for funding consideration; however, a direct correlation between the need for this equipment and the advancement of the artists' s practice and career **must** be clearly articulated in the application package. Laptops and computers for general purposes that do not involve the artist's practice are **not** eligible.

Applicants must provide quotes and/or links detailing equipment cost and a brief description in the application package. Funded applicants will be responsible for purchasing the equipment approved by the panel and will be reimbursed upon submission of a final report, which must include proof(s) of purchase(s).

***NOTE: equipment purchases approved by the panel must be purchased during the corresponding cycle period. Equipment purchased prior to applying are not eligible.**

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)
- Touring engagements

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

DEADLINES

There are two (2) deadlines annually. Artists may apply **once** in a funding year (October 1 – September 30).

If an artist applies in the Fall/Winter cycle and is not recommended for funding, the artist may re-apply in the Spring/Summer cycle for a new opportunity.

	FALL/WINTER	SPRING/SUMMER
Funding Period	October 1, 2021 – March 31, 2022	April 1, 2021 – September 30, 2021
Applications Available	August 23, 2021	February 7, 2022
Pre-Submission Workshop (optional)	August 24, 2021 – 4 PM via Zoom	February 8, 2022 – 4 PM via Zoom
Application Deadline	September 20, 2021 – 11:59 pm	March 7, 2022 – 11:59 pm
Panel Meeting	October 18, 2021	April 4, 2022
Funds Distributed to Grantees	Advance pay or reimbursement, whichever is applicable	Advance pay or reimbursement, whichever is applicable

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 Grant Program utilizes an online application process through the Department's website. Visit www.miamidadearts.org and click on the GRANTS tab to access SurveyMonkey Apply, the Department's online grants program portal page.

Pre-Submission Workshop

Applicants are strongly encouraged to attend 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.miamidade.gov. Participants will be provided a link to the workshop after registration. Refer to the DEADLINES section for workshop dates and times.

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)
- Quotes, rental agreements, invoices, proof of purchase (bank and/or credit card transactions and/or statements and dated receipts, 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 Grant Program page at www.miamidadearts.org/artist-access-art-grants-program).

EVALUATION CRITERIA

The Artist Access Panel is composed by volunteer individual artists, administrators and/or producers, who will evaluate each of the applications through a grant panel review process using the following criteria:

- **Professional Growth/Career Advancement:** Evidence that the proposed activity is related to the artist's professional experience and that the proposed activity supports the applicant's professional and creative goals, making a significant contribution to the artist's career advancement.
- **Professional Commitment:** Evidence of the artist's commitment to the art form, supported by their artistic statement, work sample(s), resume, support letters and other support materials that demonstrate a proficiency of the art form and relevance of the proposed activity.
- **Planning/Confirmation:** Evidence the artist has been invited or registered for the activity/opportunity (as substantiated by attached support materials including background information on the opportunity, letters of invitation, etc.); evidence of development or advancement of the applicant's project or body of work as a direct result of studio rental and/or equipment purchase; evidence of an appropriate, realistic budget and timeline

Applying artists are encouraged to consider including the following:

- WHY the opportunity is critical at this juncture in your career
- WHAT the opportunity offers that will advance the artist's career; WHAT the impact will be in artist's practice and work
- WHO will artist work with and WHY 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 following the panel's decision. Awards are subject to the availability of funds. Grantees are responsible for managing the funds and submitting proof of expenses in their final reports, which 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.

Professional development opportunities and studio rental fees will be paid to the grantee upon panel approval. Equipment purchases will be paid on a reimbursement basis.

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.

Miami-Dade County provides equal access and equal opportunity in employment and services and does 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.

The Miami-Dade County Department of Cultural Affairs and the Cultural Affairs Council develop cultural excellence, diversity, and participation throughout Miami-Dade County by strategically creating and promoting 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 Art in Public Places Trust promote, coordinate and support Miami-Dade County's more than 1,000 not-for-profit 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 African Heritage Cultural Arts Center, Joseph Caleb Auditorium, Miami-Dade County Auditorium, and South Miami-Dade Cultural Arts Center, 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, Division of Cultural Affairs and the Florida Council on Arts and Culture, the John S. and James L. Knight Foundation, the Peacock Foundation, Inc. and The Jorge M. Pérez Family 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.