



To advance and promote arts and culture in the Wichita community through advocacy, leadership, education and collaboration.

Artist Grant Application
DEADLINE: First Thursday of the Month

Applicant: _____

Address: _____

City: _____ Zip: _____

Phone: _____ E-mail: _____

Type of Project: _____

Amount of Request: _____ Project Start Date: _____

Short Artistic Resume(s): ATTACH Project End Date: _____

Project Narrative: ATTACH Describe the Project and its intent. 1 Page – Typed

Samples of your Project: ATTACH - Current Work: It is important that your Project/work sample be representative of your work at its best. Slides, photographs, video, CD, audiocassette tapes, up to five (5) pages of poetry or manuscript may be submitted. *If you require these materials back, please submit a self-addressed stamped envelope.*

Applicants are informed that any unauthorized use or reproduction of the work(s) could result in civil or criminal penalties for infringement under the federal copyright act and related laws.

You will be required to submit any and all follow up documentation as necessary, if you are granted an Artist Grant. A due date for completion reports will be assigned at the time of the award approval notification.

Examples include the following:

- Photographs or slides of the event of Project.
• Invitations and/or programs with the Arts Council logo included.
• Support letter from patrons.
• If this is a recital, exhibit, reading, play, or other performance, an invitation must be sent to the Arts Council in advance of the event.

Applicant Acknowledgement: I certify that the information in this Artist Grant Application Form is true and correct and all aspects of the Project will be in compliance with existing laws and regulations and that I have read and understand the Arts Council Artist Grants Policy. I understand that any work or information submitted that is not accurate, original and honest may result in my dismissal from the Artist Grant Program. I understand that all application information submitted to the Arts Council for the Artist Grant Program is open for public inspection and subject to Public Records Law. I understand that to be eligible to receive this award I must provide my social security number/Federal Employer Identification Number and that the Arts Council will report the Artist Grant amount to the IRS via form 1099. In the event the Project is not carried out, I agree to return all Artist Grant funding to the Arts Council.

Signature

Date

FOR ARTS COUNCIL USE ONLY
\$ _____ Amount Approved

SUBMITTED BY DEADLINE ___yes ___no
By: _____

Artist Grant PROJECT BUDGET/EXPENSES

Estimated Expenses	Amount
Personnel	
Artistic	
Administrative	
Supplies	
Printing / Postage	
Equipment	
Transportation	
Other (Including, but not limited to matching funds or in-kind donations)	
Total Expenses for this Project:	

Estimated Income	Amount
Awards and Contributions	
Earned Income	
Sales	
Admissions	
Other	
Total Income for this Project:	

Personnel or other artists directly involved in the Project:

1. _____
2. _____
3. _____
4. _____

5. _____
6. _____

Artist Grant GENERAL INFORMATION

Please refer to the Arts Council Artist Grants Policy at wichitaarts.com for complete award requirements and guidelines.

Project Criteria:

- a. Projects must enhance the arts and culture of Wichita and Sedgwick County.
- b. Projects must be feasible and demonstrate artistic merit.
- c. Projects are generally defined as public performances, public exhibits or the creation of new work.
- d. All work/material that is included in the Project must be original and will not violate any guideline, law or regulation, including any copyright or registered trademark or servicemark and will not unlawfully or inappropriately infringe any claimed copyright, trademark or servicemark.
- e. Completed/funded Projects must be accessible to all regardless of disability. This includes displaying the art work at City Arts or another space easily accessed by the public (for a minimum of thirty (30) days) and/or having a public performance of the event. Additionally, the Completed/funded Projects must guarantee not to discriminate against anyone by virtue of race, religion, gender, national origin, sexual orientation, physical ability, age, or veteran status in their production or exhibition.
- f. Completed/funded Projects must acknowledge the Arts Council for its contribution as part of the exhibit or performance.
- g. Any likeness, description image, photograph video of the event/art, etc. as related to the completed/funded Project ("Images") will be made available to the Arts Council for use on their web site wichitaarts.com and in conjunction with its advertising, fundraising and/or furtherance of its strategic plan. Notwithstanding the foregoing, copyright of all Images used by the Arts Council will remain with the artist or copyright owner at all times.
- h. All invitations and/or programs for the public events associated with the completed Project will include the Arts Council logo and acknowledge the Arts Council for its contribution. The Arts Council Logo may be obtained by contacting Lindsay Benacka at LBenacka@Wichita.gov or at the address below. Such invitations to public exhibits or performances must be sent to the Arts Council in advance of the event.
- i. Projects must be completed within twelve (12) months of approval date or must have received an approved extension and Project completion reports must be submitted to the Arts Council within thirty (30) days of Project completion.

Eligibility:

- a. Applicants may be either an individual, a group of artists, or a not for profit (501c3) arts organization.
- b. Government agencies, schools, universities, colleges, social service agencies or libraries **are not eligible** applicants.
- c. Applicants must submit completed applications on or before established deadlines. The monthly deadline for consideration and review is **on or before 5:00 p.m. on the FIRST THURSDAY of each month**. Each completed application meeting the respective deadline will be reviewed the month following such deadline. Any application not meeting the monthly consideration deadline will automatically be reviewed during the next sequential review period. Funding for approved applications will be available within sixty (60) days of approval date.
- d. An eligible Applicant may submit one application per review period. However, an Applicant can only receive one Artist Award per Award Period, regardless of the Artist Award amount granted.
- e. Applicants are not eligible for concurrent Artist Grants.
- f. Applicants must reside in or principally operate from Sedgwick County and the Wichita community at large.
- g. Applicants must follow all instructions and provide accurate and complete information in all sections and supporting materials.

Awards:

THE ARTS COUNCIL WILL EVALUATE APPLICATIONS AND AWARD FUNDING AT ITS DISCRETION. Artist Grants are available for either general Project operating support and may be may be used for materials, supplies, production/exhibit costs, costuming, set-up and tear down and other normal and customary direct costs involved in the display or creation of visual or performance art. Living expenses and artist personal transportation are eligible expenses.



The Arts Council is **NOT** obligated to make any awards in any given review period. Individual Artist Grants will not exceed one thousand dollars (\$1000). The Arts Council may award amounts less than requested at its discretion. For more detailed information regarding application procedures, please refer to the Arts Council Artist Grants Policy at www.wichitaarts.com or contact:

Arts Council
ATTN: Lindsay Benacka
334 N Mead
Wichita, KS 67202

AWARDEES SHALL HONOR ALL LEGAL REQUIREMENTS APPLICABLE TO THE PROJECT.