



**MIAMI-DADE COUNTY
DEPARTMENT OF CULTURAL AFFAIRS**

FY 2018-2019 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.

A CONSULTATION WITH THE PROGRAM ADMINISTRATOR IS **NOT** REQUIRED.

FOR ADDITIONAL QUESTIONS AND ASSISTANCE REGARDING ARTIST ACCESS, PLEASE CONTACT:

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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 of 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 and offered 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 and secure artistic professional development opportunities. Eligible professional development opportunities funded through this program include artist residencies, master classes, workshops and conferences outside Miami-Dade County. Professional certification, certificate, degree-seeking opportunities and touring engagements are NOT eligible.

FUNDING REQUEST

Artists may request up to \$1,500. Typically grant awards range from \$500 to \$1,500. **Artist Access Grant Program operates on a reimbursement basis.** An artist may apply once in a program year (October 1 – September 30).

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 of time and pursues this work as a means of livelihood). Professionals who work directly with individual artists - such as curators, 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
- ◆ Present a professional development opportunity offered outside of Miami-Dade County
- ◆ Complete grant activities within twelve months of the start date in the application
- ◆ NOT be enrolled in high-school or college/university

The Artist Access Grant Program does not fund:

- ◆ Opportunities presented by students (high school, undergraduate, graduate and any student enrolled in a degree program at the time of application)
- ◆ Production of videos or films, equipment purchase or project-oriented/commercial activities

- ♦ Project-oriented activities or costs associated with creating or producing art or an artwork in collaboration with a partner organization
- ♦ Professional certification, certificate or degree-seeking opportunities

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).

FALL/WINTER CYCLE: November 15, 2018 – 11:59PM	For opportunities between: October 1, 2018 - March 30, 2019
SPRING/SUMMER CYCLE: May 15, 2019 – 11:59PM	For opportunities between: April 1, 2019 - September 30, 2019

Applications must be received for the cycle corresponding to the dates of the professional development opportunity. Opportunities offered between October 1 through November 15 and April 1 through May 15 are eligible for funding consideration.

HOW TO APPLY

The Artist Access Grant Program is utilizing an online application process through the Department's website. Please visit www.miamidadearts.org and click on the GRANTS tab to access SurveyMonkey Apply, the Department's online grants program portal page.

- Artist's CV and Bio
- Background Information on Professional Development Opportunity
- Letter of Invitation / Registration Information
- Work Samples (up to 6 work samples)
- Two (2) forms of proof of Miami-Dade County Residency (for a list of acceptable documents, refer to the program's FAQs section of the Artist Access Grant Program page on the Department's website)

EVALUATION CRITERIA

The Artist Access Panel is composed by volunteer individual artists, administrators and/or producers Applications will be evaluated 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 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, as evidenced by 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 that the artist has been invited or registered for the activity/opportunity (as substantiated by attached support materials including background information on the opportunity and letters of invitation, etc.), and evidence that the artist has developed 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 isn't otherwise available in Miami-Dade County; WHAT you hope to accomplish; WHAT the impact will be in your career and work
- WHO you will work with and WHY they represent the ideal opportunity

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

GRANT PAYMENT / REPORTING

Artist Access Grant Program operates on a reimbursement basis. Awarded artists will receive their grant payment upon submission and approval of a final report. The report 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.

Advance payments will NOT be considered.

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, physical ability, gender identity or gender expression, or status as a victim of domestic violence, dating violence or stalking, 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.

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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. 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 award-winning public art collection. The Department also manages, programs and operates the South Miami-Dade Cultural Arts Center, a campus of state-of-the-art cultural facilities in Cutler Bay, as well as Miami-Dade County Auditorium, Joseph Caleb Auditorium and the African Heritage Cultural Arts Center, all dedicated to presenting and supporting excellence in the arts for the entire community. 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 not-for-profit cultural organizations as well as thousands of resident artists through grants, technical assistance, public information and interactive community planning. 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, and the John S. and James L. Knight 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.