



## Application Support Program Guidelines

This program aims to ease some of the financial burden on artists so that they may bridge the gap between self-funding their practice entirely and accessing external support. With many grant and application success rates at 20% or less, this micro-grant will provide support to artists to create high-quality application materials to help increase their chance of success within a competitive system. Artists applying to this program must have a professional opportunity identified that they will be applying for and are required to show proof of application to close their grant from County Arts. Application opportunities must be ones in which, if successful, the artist will be paid. This grant funds the process of application, even if the artist is unsuccessful in their application opportunity, they will still receive their application support funds provided they meet the requirements.

### Eligible costs for this program include:

- Artist fees (paid to the applicant or an external artist) or fabrication fees for creation of visual materials (design drawings, storyboards, maquettes, sound & visual treatment)
- Creation of demos, lighting tests, writing samples, staging
- Fees for consultation / research
- Fees for working with a grant / application writer (real person, not AI (Artificial Intelligence))
- Photography fees for documentation purposes (does not include printing)
- Artist fees for research including speaking to potential partners, building structure and impact for your application

### Eligible application opportunities include:

- Grants: OAC, CCA, Ontario Creates, Telefilm, Access Copyright, Factor
- Querying a publisher / submitting to their call
- Public art RFP (Request for Proposal)
- Artist-run-centre / public art gallery programming call
- Artistic Residencies which pay the artist
- Pitching to a production company (only those who allow the artist to maintain creative control will be eligible, ex. NFB)

### Ineligible application opportunities include:

- Juried shows
- Rental Exhibitions
- Opportunities that require the artist to pay a participation fee
- Applications for employment opportunities
- Self-publishing

### Application timing

- Grants will be awarded on a first come, first serve basis until the fund is depleted

- Applications must be received at least three weeks before the deadline for their selected external application opportunity.
- Results will be communicated within two weeks of application submission

### **Grant amounts & timing**

- Grant amount requests can be up to \$1,000. As the total amount of funds disbursed per year is limited, partial grants may be awarded.
- Successful applicants will be asked to sign a funding agreement, at which time 75% of funds will be disbursed.
- The final report is due thirty (30) days following the application opportunity's deadline.
- Remaining funds will be disbursed following the applicant providing proof that they completed the application opportunity they indicated. Please note- the artist will receive their remaining funding regardless of the results of their external application.
- Only one project per candidate can be funded every two years

### **Application assessment**

The following criteria are weighted accordingly:

- Artistic Merit (40%)
- Impact (40%)
- Feasibility (20%)

Artists should consult the Evaluation Rubric (also available on the Artist Fund page) before submitting an application.

### **Who is eligible? (all eligibility criteria must be met)**

- Artists who have a physical address, and reside permanently (ex. the majority of their time), in Prince Edward County
- Artists who are members of the Prince Edward County Arts Council. Membership must be in place before an application is submitted.
- Artists who have no outstanding final reports due from a previous project
- Artists who have an application opportunity that they will be applying for

### **Who is not eligible?**

- Artists who do not have a physical address, nor reside permanently (ex. the majority of their time), in Prince Edward County
- Artists who are not members of the Prince Edward County Arts Council
- Ensembles, ad hoc groups / collectives, organizations
- Students enrolled full- or part-time in an undergraduate program at a college / university, regardless of the program of study

**To apply, please complete the [Application Form linked here](#).** Applicants are encouraged to reach out to Programs Director, Stacey Sproule at [stacey@countyarts.ca](mailto:stacey@countyarts.ca) prior to applying to ask any questions or to inquire about alternative application methods.

### **Recognition requirements:**

- Wherever possible, please use the County Arts Logo to recognize our support of your project. [Download the logo file here.](#)