

## **Artist Fast Track Grant Program Project Application Guidelines**

### **Program Outline:**

The Artist Fast Track grant program is open to artists and craftspeople, part-time or full time with professional experience who live and work in the Ohio counties of Adams, Ashtabula, Athens, Belmont, Brown, Carroll, Clermont, Coshocton, Columbiana, Gallia, Guernsey, Harrison, Highland, Hocking, Holmes, Jackson, Jefferson, Lawrence, Mahoning, Meigs, Monroe, Morgan, Muskingum, Noble, Perry, Pike, Ross, Scioto, Trumbull, Tuscarawas, Vinton, Washington or the West Virginia counties of Wayne, Cabell, Mason, Jackson, Wood, Pleasants, Tyler, Wetzel, Marshall, Ohio, Brooke, Hancock.

Artists and craftspeople may apply for grants of up to \$500. You may not apply for more than one grant in the state fiscal year period, July 1 to June 30.

The Artist Fast Track grant program is jointly administered by the Ohio River Border Initiative (ORBI), a joint program of the Ohio Arts Council and the West Virginia Commission on the Arts of the West Virginia Division of Culture and History, and the Appalachian Arts Program (AAP) of the Ohio Arts Council.

### **Program Purpose:**

Grants are intended to support immediate, short-term projects that have a positive impact upon the career development of artists by helping them: (1) increase access to audiences and venues, (2) develop new skills and insights, (3) investigate new artistic ideas and approaches. Projects must have a specific beginning point and a specific end point. Grants are **not** intended for long term or open ended projects such as the purchase tools or equipment or for long term training or education.

This grant program is specifically designed to assist artists and craftspeople in Appalachian Ohio and the West Virginia counties that touch the Ohio River.

### **Deadlines:**

Applications must be **received** by ORBI or AAP no later than 60 days before the proposed project's start date. Grants are available on first come first served basis. Once the total budgeted for the current fiscal year runs out, no grants will be awarded until the next fiscal year.

### **Matching Funds:**

No matching funds from the applicant or other sources are required for this grant program.

### **Eligibility:**

To be eligible to apply artists or organizations must:

- Be located in any of the following counties: in West Virginia - Wayne, Cabell, Mason, Jackson, Wood, Pleasants, Tyler, Wetzel, Marshall, Ohio, Brooke, Hancock; in Ohio - Adams, Ashtabula, Athens, Belmont, Brown, Carroll, Clermont, Coshocton, Columbiana, Gallia, Guernsey, Harrison, Highland, Hocking, Holmes, Jackson, Jefferson, Lawrence, Mahoning, Meigs, Monroe, Morgan, Muskingum, Noble, Perry, Pike, Ross, Scioto, Trumbull, Tuscarawas, Vinton, Washington.

- Be fiscally accountable and display responsible management practices
- Demonstrate part-time or full time professional experience in a recognized field of art or traditional craft

**Fast Track grants may be used to fund:**

- Professional and artistic development for attendance at workshops, conferences, seminars, master classes, exhibits, exchange programs
- Presentation opportunities - preparation of portfolios and slides, printing of brochures or marketing materials and demonstration tapes
- Rental expenses for rehearsal or studio space for time periods of less than one month
- Shipping and crating of art works for a show or exhibit
- Lodging and transportation costs for a training session, workshop, conference, or exhibit
- Rental of equipment or purchase of supplies required for showing and displaying art works

**Restrictions:**

Artist Fast Track grants will not fund the following:

- Tools such as: musical instruments, brushes or art supplies used directly by the artist
- Tickets or admission to performances or exhibits by other artists
- Tools or equipment used to produce artworks
- Long term training or apprenticeships
- Expenses associated with research

**Funding Criteria:**

Projects must demonstrate the following:

- that the proposed project will contribute directly to the artist or craftsperson's professional development
- that the proposed project is directly relevant to the field art or craft in which the artist or craftsperson works

For more information contact:

Dan Katona  
Research and Program Development Director  
Ohio Arts Council  
Rhodes State Office Tower  
30 East Broad Street, 33rd floor  
Columbus, OH 43215-3414  
888-243-8622

or

Bill Howley  
Ohio River Border Initiative  
P.O. Box 3  
Chloe, WV 25235  
304-655-8255

## APPLICATION PACKAGE CHECKLIST

West Virginia applicants mail to: Bill Howley  
ORBI Fast Track Grants  
P.O. Box 3  
Chloe, WV 25235

Ohio applicants mail to: Dan Katona  
Ohio Arts Council  
30 East Broad St., 33rd Floor  
Columbus, OH 43215-3414

Completed application form one original and two copies

Required one page professional biography: one original and two copies

Presenter's promotional brochure or catalog description of items to be funded: three copies

Documentation of project costs such as estimates, registration forms or price quotes: three copies

Booklets, multi-page brochures, video tapes and audio tapes will not be viewed by the grant panel and will be discarded.

All pages attached to the application form must be typewritten or neatly printed, including budgets and support materials. Faxed applications will not be accepted.

**Use only the space provided on the application form. Do not continue application information on the back of the form or on additional sheets. Any modification of pagination, available space or font size will be grounds for having an application disqualified from consideration. Illegible applications will also be disqualified from consideration.**

**Application Form  
Artist Fast Track Program**

Name (please include name of business if applicable)

\_\_\_\_\_

Address \_\_\_\_\_

City                      State                      Zip+4

Phone (\_\_\_\_\_) \_\_\_\_\_

Fax (\_\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_

County \_\_\_\_\_

Employer Identification Number – EIN \_\_\_\_ - \_\_\_\_ - \_\_\_\_

OR

Social Security Number \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Legislative Districts:    Ohio House \_\_\_\_    Ohio Senate \_\_\_\_    U.S. Congress \_\_\_\_

                                 WV House \_\_\_\_    WV Senate \_\_\_\_    U.S. Congress \_\_\_\_

Project Title \_\_\_\_\_

Project Dates \_\_\_\_\_ to \_\_\_\_\_

mm/dd/yy

mm/dd/yy

Artist Fast Track Funds Requested: \$ \_\_\_\_\_

Date of Application \_\_\_\_\_



2. Briefly describe the goal of your proposed project in terms of its impact on your career and development as an artist or craftsperson.

C. Project Budget:

Project Income - cash

	Amounts
Fast Track grant funding	
Applicant cash contribution (no applicant contribution is required by grant program)	
Other	
Total Cash Income	

Project Expenses - cash

	Funded by Fast Track request	Funded by applicant's cash contribution	Total
Workshop or class registration fee			
Exhibit fee			
Lodging			
Travel			
Design/Printing			
Shipping costs			
Supplies for display			
Space rental			
Equipment rental			

	Funded by Fast Track request	Funded by applicant's cash contribution	Total
Other allowable expenses (specify):			
Total Cash Expenses			

**NOTE: Total Cash Income must equal Total Cash Expenses.**

**Assurances:**

**I understand that all information requested in the application is not required by law; however, all questions must be answered so that the Ohio River Border Initiative and the Ohio Arts Council can properly evaluate the proposal. Submission of this application signifies my intent to comply with all general and specific guidelines of the Ohio Arts Council, the Commission on the Arts of the West Virginia Division of Culture and History, restrictions imposed by the OAC and the Commission on the Arts of the West Virginia Division of Culture and History, and, where applicable, the National Endowment for the Arts, a federal agency.**

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**Signature – original**

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**Name – print**