

# Individual Arts Missoula Grants Guidelines and Application Instructions Spring 2024

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**Application Deadline:** **Wednesday, February 21, 2024 at 11:59 PM**  
*No applications will be accepted following this date*

**Application Fee:** **\$15.00**

**General Information:** Arts Missoula Grants seeks to provide sustaining funds to assist individual Missoula County artists whose endeavors intersect with the general public. We believe that art is not only important, it is essential in enriching the community, culture, and in building and maintaining a vibrant economy.

Arts Missoula is pleased to provide individual artists **up to \$2,000** (1 performance and 1 visual) in unrestricted grant funds to help establish, grow, and sustain a Missoula-based livelihood in the arts. Grants are focused on community-building through the arts, providing financial assistance for individual artists living in Missoula County, whose creative work connects with and enriches our community.

This is an opportunity to support the individual artists living in Missoula to pursue their creative journey as it relates to connecting with our local area. Special consideration will be given to those whose work and story intersects with, and enhances the community.

**Artist Eligibility:** Individual artists must be 18 years and older.  
Must currently be residing in Missoula County for a minimum of 1 year.  
Must maintain Missoula County residency for life of grant.  
Currently working in a field of visual or performing arts, at any career stage.  
Must complete entire online application, submit all work samples, and meet all grant requirements.  
Must exhibit high artistic quality, innovation, and creativity.  
Must demonstrate interaction with Missoula community members through activities exhibitions, installations, performances, or any other events or that are accessible to the general public.

Artists are **not** eligible if they:

Request funds for educational or curriculum development plans and materials.

Request funds for tuition or fees associated with completing a degree program.

Submit an application that is incomplete.  
Are an Arts Missoula Board or Committee member.  
Request funds for expenses incurred before grant approval.  
Past AM Grants! award winners.

*Eligible Grant Requests may include:*

Supplies – for the creation or production of a new work.  
Equipment – cost to cover specific equipment to further the artist’s career development.  
Services – rental of facilities for the creation of or presentation of new work, including studio or rehearsal space.  
Training – costs to attend workshops to further develop artistic, or business or marketing skills.  
Creative Process, Presentation or Production – cost associated with the performance, production, preparation, and/or creation of an exhibit, or physical work.

**Online Application:** The application can be found at <https://artsmissoula.org/grants/>

**Application opens on Monday, January 8, 2024**

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**Application Form Questions:** Please thoroughly read all of the guidelines and instructions before completing this online application. Every question or prompt must be answered. Each question or prompt has a character limit or an attachment requirement listed.

**Submission details:** **Grant Application Fee \$15.00**

Upload documents as PDFs and images as jpegs.  
Name each document using your name or collective name for easy identification, using this format:  
lastname\_firstname\_document (ex: Johnson\_Elizabeth\_resume.pdf)  
lastname\_firstname\_artwork (ex: Johnson\_Elizabeth\_artwork.jpeg)

**Resume:** Include education and artistic training  
Career and artistic achievements

**Personal Statement:** What is your story? Who are you? What is your medium? What are your artistic dreams? How does your work impact Missoula?

**Outcomes:** What are your projected outcomes from this grant? What will this grant help you do? Express your goals for this grant. Why is this important?  
How will this grant help you reach those goals?  
Where and how will the community be able to experience your work?  
How will this grant help you grow as an artist?

**Budget Narrative:** What is the amount of your grant request?  
Are your expenses well thought out and researched?  
Briefly outline how you will use these funds, explain all income and expenses.

Discuss other sources of funding.  
Complete the following budget spreadsheet:

**Work Samples:**

**Visual Artists:**

5 to 10 image file submissions of recent works using .jpeg format.  
(File Size Limit: 1 MB for each image)

**Musicians and Performing Artists:**

Links to up to three examples of your work, hosted at an outside site, such as YouTube, Vimeo or Soundcloud. 10 minutes in total.

All work samples must be recent (within the last 3 years)  
Samples should best reflect your work as an artist, and show how your work can connect with the community.  
Provide detailed explanations for all work samples.

**Grant Review Process:**

The Grant Review Panel is made up of members of the Arts Missoula Advocacy and Education Committee, along with selected community members. Procedures are in place to avoid conflicts of interest. Each panelist reviews every application using the following criteria:

- Quality of Work Samples
- Artistic Narrative Statement
- Budget Narrative
- Community Impact Statement
- Overall Success of Application

The Jury Panel Rubric is available for viewing at:  
<https://artsmissoula.org/grants/>

**Awardee Notification:**

After the grant recommendations have been made by the review panel, and approved by the Arts Missoula Board of Directors, all applicants will receive an email stating whether or not the application has received funding. This will occur no later than **April 8<sup>st</sup>, 2024**.

**Funding Distribution**

**April 22<sup>nd</sup>, 2024**

Prior to the distribution of funds, grant recipients must complete an acceptance letter, along with other appropriate documentation.

**Reporting:**

**December 31<sup>st</sup>, 2024**

**Reporting Narrative (needs questions)**

Grant funds should be expended by the reporting date. If not, an explanation must be provided in the written report.

Budget spreadsheet (see completed example)

**Publicity and Recognition:** Grant recipients will be recognized at the Annual Arts & Culture Awards Lunch

All programs and promotional materials should state this artists work...

*Arts Missoula,*

*the grant.*

**Questions:**

For further questions, please contact the Arts Missoula at [info@artsmissoula.org](mailto:info@artsmissoula.org)

*..has been funded in part from a grant through*

*and include AM logo on personal advertising through life of*