



# 2019 ArtsUp Grants

## **FUNDING FOCUS**

The Creative Pinellas ArtsUp Grant is an exciting new project-based opportunity that provides support for artists and organizations interested in performing or exhibiting their work at the Gallery at Creative Pinellas in alignment with our goal of reaching new people and providing arts experiences so that every resident and visitor to Pinellas County has equitable access to arts and culture.

Up to twelve (12) grants of up to \$1,000 each will be awarded to eligible artists, collaborative teams or arts and culture organizations during the 2019 grant cycle ending September 30, 2019. Grant funds are to be used for the production and exhibition of a specific project, performance or exhibition to be presented to the public at the Gallery at Creative Pinellas or the surrounding grounds. Grantees are responsible for the delivery, installation, production and performance of their project. Funds can be used for paying performers and artists; for framing, transporting and hanging art; and for the rental of equipment and all other production costs associated with presenting the project.

Exhibits and performances will be presented to the public as pop-up arts experiences between February 1, 2019 and September 30, 2019 on dates and times (generally weekends) to be determined and agreed to in advance by the grantees and Creative Pinellas. In addition to the grant funds, Creative Pinellas will provide in-kind support and services valued upwards of \$2,000, including access to the venue and marketing for the exhibit or performance. All other costs associated with the exhibit or performance are to be covered by the grantee and expected to come from the grant or other/outside sources and sponsorships.

ArtsUp Grants are available to individual artists, and collaborative teams who maintain their residence in Pinellas County. Arts and cultural organizations headquartered in Pinellas County with an active 501(c)3 designation may also apply.

## **ELIGIBILITY\***

### **FOR ARTISTS**

Artist partnerships and collaborative teams may apply to this grant. For partnerships and collaborations, the application must designate a lead artist that will provide oversight to ensure the successful presentation of the project. To be considered eligible to apply for an ArtsUp Grant, an applicant must:

- Be at least 18 years of age;
- Agree to maintain their residency in Pinellas County for the duration of the project;
- Have an existing brand or following and a history of increasingly successful projects.

### **FOR ORGANIZATIONS\***

To be considered eligible to apply for an ArtsUp Grant, an organization must:

- Have an active 501(c)3 designation;
- Have the creation and/or support of arts and culture as its primary mission;
- Be headquartered in Pinellas County;
- Agree to maintain its operations in Pinellas County for the duration of the project;
- Have an existing brand or following and a history of increasingly successful projects.

\*Eligible applicants must submit all required samples of work in their appropriate discipline(s) as described within the application guidelines. Samples of work must be original and authentic representations of the applicant's body of work.

## **PROJECT\***

To qualify as eligible for ArtsUp Grant funding the proposed project must:

- Involve the arts and culture through the performance of work or exhibition of visual art;
- Happen over the course of a single day, a single weekend or up to seven (7) consecutive days on a pre-determined schedule at the Gallery at Creative Pinellas or surrounding campus;
- Be of interest to, and in service of, the residents and visitors of Pinellas County;
- Be free, open and accessible to the public;
- Involve a professional or teaching artist.

Projects should present the grounds of the Gallery at Creative Pinellas as a location associated with impactful arts events and provide the recipient with a space to showcase their project to new and expanded audiences. Grant funds will be awarded for work in the following disciplines:

- Live Performance:
  - Theatre
  - Dance
  - Music
  - Multimedia
  - Spoken Word
  - Other disciplines as appropriate
- Visual Arts Exhibitions
  - Painting
  - Photography
  - Mixed Media
  - Sculpture
  - Drawing
  - Glass
  - Interdisciplinary
  - Other disciplines as appropriate

## **LIMITS ON ELIGIBILITY**

Final eligibility decisions are made by Creative Pinellas. Each applicant is limited to receiving one ArtsUp Grant award per grant cycle (February 1 – September 30, 2019). Approval of funding carries with it no assurance of continued funding in subsequent years. Applicants must be in good standing with any prior Creative Pinellas grant or contract reporting.

### **This grant cannot fund:**

- Capital expenditures (including purchases of equipment);
- Contributions to cash reserves and/or endowment funds;
- Fundraising events and activities;
- Awards, prizes or scholarships for use outside the applicant's programming;
- Tuition for academic study;
- Regranting, contributions or donations;
- Projects benefiting for-profit organizations;
- Private events closed to the general public and activities restricted to an organization's membership;
- Excessive administrative costs of the hosting organization.

## **GRANT PROCESS TIMELINE**

Grant applications will be accepted on a rolling basis with the selection of artists occurring quarterly, selections starting January 2019 and performances starting February 2019. Applicants should include their first, second and third preferences for performance dates. Performances may take place on a single day, a single weekend, or up to seven (7) consecutive days. Grant recipients will select their choice of performance/exhibition dates on a first-come-first-served basis, with, in general, no more than 3-4 performances or exhibitions occurring each quarter. Applicants may apply for projects occurring in later months, but deadlines for each quarter are as outlined below:

### **Quarter 1 Grants for performances starting February 2019**

**Application deadline: January 7, 2019 by 11:59:59p.m. (EST)**

**Grants Awarded: January 16, 2019**

### **Quarter 2 Grants for performances starting April 2019**

**Application deadline: March 4, 2019 by 11:59:59p.m. (EST)**

**Grants Awarded: March 13, 2019**

### **Quarter 3 Grants for performances starting July 2019**

**Application deadline: May 6, 2019 by 11:59:59p.m. (EST)**

**Grants Awarded: May 15, 2019**

### **Quarter 4 Grants for performances starting October 2019 (should funding continue to be available)**

**Application deadline: July 8, 2019 by 11:59:59p.m. (EST)**

**Grants Awarded: July 17, 2019**

## **APPLICATION MATERIALS**

The following materials will be required for an application to be considered complete. Incomplete applications will not be accepted.

- a. For artists: Resume or CV;
- b. For organizations: Mission statement; brief organizational history; 990-form;
- c. Project name;
- d. Project description – Provide a short description of your project. Is it a performance, an exhibit? What is involved? If it is a visual exhibition how many pieces and how much room will it take? If it is a performance, what type?
  - i. What will happen and when?
  - ii. What audience will the project serve? (ex. Seniors, at-risk youth, general public)
  - iii. What work has been done to date?
  - iv. How will the success of the event be measured?
  - v. How many artists will be directly involved in the project?
  - vi. What will the funds be used for (paying artists, framing, etc.)?
- e. How many days/performances do you envision?
- f. What month are you targeting and are there any preferred and/or unavailable dates?
- g. How much time in advance do you need to know when your performance will be?
- h. What space will you intend to use?
  - a. Main gallery
  - b. Side rooms
  - c. Auditorium
  - d. Courtyard;
- i. Publicity;
  - i. Explain how you will use various media to publicize the project (print, email, social media, website, etc.)

- j. Samples of past projects and work or activities directly related to the proposed project;
- k. Support materials
  - i. Should be about previous events, the proposed event, or yourself/organization;
  - ii. Can include brochures, programs, press, flyers, letters of recommendation, patron surveys, etc.

### **GRANT FUNDING PERIOD**

Grant recipients will be expected to complete their grant activities and production/public presentation of their performance or exhibition in the Gallery at Creative Pinellas on the designated dates as agreed upon in the application and grant contract. Designated dates are subject to change. Recipients must submit their final invoice within ten (10) days after the end of their project.

### **FUNDING DECISION PROCESS**

Creative Pinellas will initially review applications for eligibility. Incomplete or ineligible applications will be rejected. Grant awards will be determined by a standing panel of arts professionals appointed by Creative Pinellas. Funding for this, and all grants offered by Creative Pinellas, is contingent on available funding and the decision by the panel, Creative Pinellas Board and staff, to fund the program and recommended grants. Creative Pinellas reserves the right to modify, cancel, or suspend the grant process at any time.

If a grant recipient does not fulfill their performance obligations the grantee will be required to return all funds issued to the grantee by Creative Pinellas.

### **GRANT PAYMENT SCHEDULE**

Grantees will sign an online award agreement before receiving grant funds. Recipients will be required to complete their award agreement within seven (7) days of receiving their award notice. Twenty-five percent (25%) of funds will be issued once the award agreement has been received and verified to be complete. Up to 50% of the grant award funding will be reimbursed prior to the performance or exhibition, with the submission of invoices and receipts, based upon a schedule agreed upon between the Grantee and Creative Pinellas. The remaining funds will be issued as reimbursement upon completion of the project and submission of appropriate invoices and receipts.

### **REQUIREMENTS DURING GRANT FUNDING**

The recipient will be responsible for the following during the grant funding period:

- a. Communication with Creative Pinellas;
  - i. Significant project or budget changes;
  - ii. Changes to performance or exhibition dates;
- b. Publicity of the event through various local media;
- c. Acknowledgement of Creative Pinellas, Visit St. Petersburg/Clearwater and the Pinellas County Board of County Commissioners as the funding agencies;
- d. Documentation of the event including photography, video, audio (as applicable).

### **CREDITS AND MARKETING**

Recipients must credit funding support to Creative Pinellas and its partners as outlined below. Grantees agree to submit all marketing materials, announcements and advertisements to Creative Pinellas for approval prior to printing and/or distribution. Any press releases, publications, programs, interviews, and any audio or video materials created in conjunction with the grant-funded project must include the following credit:

“Produced with the support of Creative Pinellas, Visit St. Petersburg/Clearwater and the Pinellas County Board of County Commissioners.”

All materials, when feasible, must feature the Creative Pinellas logo in a prominent location. Credit text must be the same font size as other recognized sponsors and organizations. Any project websites must include a Creative Pinellas logo that links to [creativepinellas.org](http://creativepinellas.org).

### **FUNDING POLICY AND DISCLAIMER**

Creative Pinellas is committed to reaching all segments of Pinellas County's population through its support of a wide variety of artistic disciplines. ArtsUp Grants are awarded on a competitive basis and evaluated by a panel of artists, art administrators and community leaders. Funding for this, and all grants offered by Creative Pinellas, is contingent on available funding and the decision by the panel, Creative Pinellas Board and staff, to fund the program and recommended grants. Creative Pinellas reserves the right to modify, cancel, or suspend the grant process at any time.

Funding will be withheld if the grant recipient does not meet the necessary activities or requirements for crediting Creative Pinellas and partner agencies. If a recipient accepts grant funding and is found negligent in their required activities and responsibilities the grantee will be required to return all funds issued to the grantee by Creative Pinellas.

Creative Pinellas encourages applicants concerned with their tax and liability status to consult with their accountant or financial planner.

### **QUESTIONS?**

If you have questions regarding any portion of Creative Pinellas' grants programs, please contact Christopher Hubbard at [christopher.hubbard@creativepinellas.org](mailto:christopher.hubbard@creativepinellas.org) or at (727) 582-2242.