

Newtown Cultural Arts Commission (NCAC)

\$1,000 Project Grant



The Newtown Cultural Arts Commission will distribute up to \$1,000 in one or more project grants to individual artists residing in Newtown, and/or arts organizations based in Newtown, Connecticut.

ELIGIBILITY: The grant recipient(s) must be at least 18 years of age and a Newtown resident or Newtown arts organization. **Note, family members of Newtown Cultural Arts Commissioners and/or NCAC Project Grant Selection Committee members are NOT eligible to apply.**

DEADLINES: Complete application and supporting documentation (incomplete or late submissions will not be considered) must be postmarked after June 15, 2013 and no later than July 1, 2013.

AWARD ANNOUNCEMENT: The NCAC will announce the grant awardees by letter, on our website, and press release on or before August 1, 2013.

DISTRIBUTION OF AWARD: The NCAC will distribute up to \$1,000 in project grants to individual artists and/or arts organizations residing in Newtown, Connecticut. Grantees will receive their award no later than August 31, 2013.

HOW TO APPLY:

- Complete the NCAC Grant Application Form (pages 1 – 3).
- Submit an art-related resume.
- Submit work sample according to field of study:
 - 8-10 digital images, or 35 mm slides,
 - 5 minutes of audio or visual tape,
 - Up to 10 pages of typed, written material.
- Submit work sample description. Digital images or slides: list the images in order including name of piece, media, size, and year it was produced. Video or audio: include name of each work sample piece, running time and year it was produced.
- Submit two letters of support by qualified professionals who are knowledgeable in the art discipline of your application.
- If your application includes a study opportunity or workshop, you must include information about the opportunity and teacher's qualifications.
- Agree to be interviewed if requested.



Newtown Cultural Arts Commission
Newtown Municipal Center
3 Primrose Street
Newtown, CT 06470
newtownarts@gmail.com
Website: <http://www.newtownartscommission.org>

For office use only
Application # _____
Date Received: _____
Postmarked: _____
Board Reviewed: _____

\$1,000 Arts Grant Application For Individuals and Organizations

Directions for Applicant: Submit and sign original. Keep a copy for your records.

1. Applicant Information

Legal Name: _____
Address: _____
City: _____ Zip: _____ County _____
Day Phone: _____ Other Phone: _____
email: _____
How long have you or your organization resided in Newtown? _____

2. What is your art discipline?

3. Project Start Date: _____ **Project End Date:** _____

4. Describe the Project: *(Attach a separate page if necessary)*

5. Budget: *(Please itemize. If costs are greater than grant applied for, indicate where additional funds will come from.)* *(Attach a separate page if necessary)*

ITEM	DESCRIPTION	COST

TOTAL \$ _____

6. List previous grants or fellowships received in the past 3 years:

Please answer the following questions about your plan for this grant as completely and succinctly as possible. If you need more room you may attach a separate sheet. Be sure to restate the questions.

7. *Where are you now in your career as an artist/arts organization?* Explain why you have chosen to apply under this category---specifically, relate your qualifications for this category:

8. *Where do you want to be?* What are your career goals as an artist/arts organization:

9. *How will this project /plan help you get there?* Describe how this project contributes to your growth as an artist/arts organization:

10. *What is your vision as an artist/arts organization?* State your career philosophy (artist's statement) as it relates to art and artistic development.

11. Describe how the community will be exposed to your project/plan:

12. Describe whether this project/plan would be possible with reduced or no grant funds and what changes, if any, would occur:

IMPORTANT:

Complete the Certification Pages, including the Project Requirements, Application Checklist and Signature certifying that all information contained in this application and its attachments is true and correct.

Mail or deliver the application and all required support material to Newtown Cultural Arts Commission, Newtown Municipal Center, 3 Primrose Street, Newtown, CT 06470

Certification Pages

Project Requirements

All grants under this program share the following project requirements:

<input type="checkbox"/>	1. Grant application forms must be legible and complete.
<input type="checkbox"/>	2. Projects must be completed, and a report submitted to the NCAC, within 1 year of the start date or the grant award must be returned.
<input type="checkbox"/>	3. The project must enhance the arts in the Newtown community.
<input type="checkbox"/>	4. Applicants must be 18 years or older and individual or organization must reside in Newtown, CT.
<input type="checkbox"/>	5. Applicant agrees to acknowledge NCAC's financial assistance on all publicity and promotional material in a legible font.
<input type="checkbox"/>	6. Access to participation in the project will not be limited on the basis of national origin, race, religion, age, or gender.
<input type="checkbox"/>	7. No grant funds can be used for payment of debts incurred before the start date or after termination of the project.
<input type="checkbox"/>	8. The grantee will return the entire grant award in the event that the project cannot be completed as stated.
<input type="checkbox"/>	9. Projects must not include publishing that is initiated solely by the applicant (i.e., vanity press).
<input type="checkbox"/>	10. Funds may not be used to pay for credits or materials necessary in order to fulfill degree requirements for students.
<input type="checkbox"/>	11. Activities must not be essentially for the religious socialization of participants.
<input type="checkbox"/>	12. Grant funds cannot be used to support strictly commercial activities, projects intended for mass-market distribution or those that have profit as the direct primary motive.
<input type="checkbox"/>	13. Newtown Cultural Arts Commissioners and NCAC Project Grant Selection Committee members and their families are not eligible to apply for this program during their tenure on the Commission or Committee or within 6 months of their resignation from the NCAC or NCAC Project Grant Selection Committee.

Application Checklist: The application must be postmarked or received by the deadline. (See page 1 of the guidelines for deadlines.) Please read the grant guidelines and application forms carefully. Submit the signed original with necessary support materials, including the checklist below. Keep a copy for your records.

Enclosed	The original or copy of the following:
<input type="checkbox"/>	The completed, printed or typed, and signed application.
<input type="checkbox"/>	Application, pages 1 through 3.
<input type="checkbox"/>	Art-related resume.
<input type="checkbox"/>	Applicant work sample according to field of study: a. 8-10 digital images, or 35 mm slides, b. 5 minutes of audio or visual tape, c. Up to 10 pages of typed written material.
<input type="checkbox"/>	Work sample description. Digital images or slides: list the images in order including name of piece, media, size and year it was produced. Video or audio: include name of each work sample piece, running time and year it was produced.
<input type="checkbox"/>	Two letters of support by qualified professionals knowledgeable in the art discipline of your application.
<input type="checkbox"/>	If your application includes a study opportunity or workshop, you must include information about the opportunity and the teacher's qualifications.
RETURN OF WORK SAMPLES (check one): <input type="checkbox"/> I want my work samples returned. I am enclosing the required stamped self-addressed envelope. <input type="checkbox"/> I will make arrangements to pick up my work samples by emailing newtownarts@gmail.com. <input type="checkbox"/> I do not wish to have my work samples returned. <i>NOTE: Unclaimed work samples and work samples sent without return postage will be discarded September 15, 2013</i>	

Certifying Signatures: The signature below certifies that I/Arts Organization meet all of the eligibility requirements of this grant program, that all information contained in this application and its attachments is true and correct to the best of my knowledge, that I/Arts Organization agree to and will meet all project requirements, and that I/Arts Organization have submitted a complete application fulfilling all items on the application checklist.

Applicant's Signature	Applicant name printed or typed	Date
-----------------------	---------------------------------	------

Mail or deliver application to:
 Newtown Cultural Arts Commission
 Newtown Municipal Center
 3 Primrose Street
 Newtown CT, 06470

Additional copies of this grant application are available from the Newtown Cultural Arts Commission website at:
<http://www.newtownartscommission.org/>