



## 2019 PROFESSIONAL ARTIST GRANTS PROGRAM FREQUENTLY ASKED QUESTIONS

### WHAT IS THE PROFESSIONAL ARTIST GRANT?

The Professional Artist Grant was created to support and sustain Pinellas County's creative community and to enhance the County as an arts and culture brand. The program provides an unrestricted, non-matching financial award to Pinellas County artists of outstanding talent and ability who, with a history of increasingly successful work on the local, national, or international stage, bring recognition, awareness and interest to our community, inspire other artists and art lovers, and help make Pinellas County a vibrant arts and cultural community.

New to 2019, grants of \$5,000 each are open to performing artists as well as to artists doing original work in the disciplines of:

- Choreography (composition/performance)
- Interdisciplinary
- Literature
- Media Arts
- Music (composition/performance)
- Theater/Musical Theater (composition/performance)
- Visual Arts

Also new this year is a \$10,000 Artist Laureate grant presented to the artist determined by overall panel score as well as overall panel input and criteria, and who is interested in and will be able to effectively represent Creative Pinellas to share their skills, and expertise and supporting the organization's mission over the grant period. Artists must indicate on their application that they would like to be considered for the Artist Laureate award.

### HOW DO I CHOOSE THE APPROPRIATE DISCIPLINE FOR MY APPLICATION?

This is your choice as an applicant, however, applications will be disqualified if they do not meet the minimum guidelines for submission. Applicants are advised to read the Grant Guidelines to ensure that their application meets all the necessary requirements prior to submission. If you have further questions, contact Christopher Hubbard, programs manager, at (727) 582-2242 or [christopher.hubbard@creativepinellas.org](mailto:christopher.hubbard@creativepinellas.org).

### CAN I APPLY IN MORE THAN ONE DISCIPLINE?

No. Please determine your strongest discipline or area of focus as an artist and submit your application accordingly. If your work spans multiple disciplines, please consider applying in the Interdisciplinary category.

### **I'M A MUSICIAN, AM I ELIGIBLE TO APPLY?**

Yes. New to the 2019 grant cycle applications will be accepted for musicians performing work created by other artists.

### **I'M AN ACTOR, BUT I DON'T AM I ELIGIBLE TO APPLY?**

Yes. New to the 2019 grant cycle applications will be accepted for actors performing work created by other artists.

### **CAN AN ARTIST APPLY IF THEY ARE ENROLLED IN A COLLEGE OR UNIVERSITY CLASS IN AN UNRELATED SUBJECT? WHAT IF I AM ENROLLED AS A GRADUATE STUDENT?**

No. Regardless of your field of study, both graduate and undergraduate students currently enrolled in a formal degree-seeking program are ineligible to apply for a Professional Artist Grant.

### **CAN AN ARTIST PARTNERSHIP OR COLLABORATION APPLY FOR A PROFESSIONAL ARTIST GRANT?**

Artist partnerships and leaders of collaborative teams may apply for this grant. A partnership is defined as a relationship in which all artists contribute equally to the creation of an original artwork. A collaboration differs from a partnership and is defined as a relationship in which a primary artist receives support from various support agents who do not contribute equally to the creation of an original artwork. Be certain that all artists are listed in the application name fields and that both artists' resume/CV and work samples are uploaded.

### **DO I HAVE TO COMPLETE THE "ARTIST STATEMENT" SECTION IF I HAVE IT IN A SEPARATE DOCUMENT?**

Yes, it is a required field in the Professional Artist Grant application and needs to be entered into the space provided on the application form. You may copy and paste into the application form from another document if you wish.

### **HOW IMPORTANT IS MY RESUME/CV?**

Your resume or curriculum vitae (CV) is very important to the review and scoring process. This document gives panelists a full picture of your accomplishments and the context of your work. Be certain to include: education (formal and non-degree seeking); exhibitions; collaborations; publications and reviews; awards and honors; grants and sponsorships; and any other relevant information that you feel will aid the panel in their review. Do not submit a narrative biography in place of your resume/CV. Up to twenty-five percent (25%) of your panel review score will come from a review of your resume/CV.

### **HOW DO I CHOOSE WHICH OF MY WORK SAMPLES TO SUBMIT?**

Work samples submitted for review must be original material and complete, not a work in progress. The applicant must be the primary artist behind the work, unless part of a partnership or collaboration and noted as such. Eligible work samples include recent works, up to five (5) years prior, that support the applicant's discipline and/or subdiscipline.\* Work samples older than fifteen (15) years prior to the date of the application will only be accepted if they are specifically relevant or referent to the applicant's recent/current work.

\*For example, an applicant applying in the discipline of choreography would submit work samples of their original choreography, rather than a mix of choreography and performances of other choreographer's work, unless that work is part of a partnership or collaboration. Additionally, when selecting work samples, it is recommended that they represent the strongest or most technical portions of the work.

## **I'M INTERESTED IN APPLYING FOR A PROFESSIONAL ARTIST GRANT, BUT WANT TO KNOW IF THERE ARE RULES OR RESTRICTIONS ON HOW I CAN USE GRANT FUNDS.**

The Professional Artist Grant provides an unrestricted, non-matching financial award that allows recipients the freedom to use their funding in ways that best advance their work and career. If you are concerned with your tax and liability status, please consult with your accountant or financial planner.

## **DO I HAVE TO COMPLETE MY APPLICATION IN ONE SITTING, OR AM I ABLE TO SAVE MY WORK AND RETURN TO IT LATER?**

You will not need to complete your application all at once. The online application is divided into sections and stages and can be completed over time. You can save your progress, exit, and return to your application at any point during your completion. To review and edit your application, sign in to your profile at <https://creativepinellas.smapply.io>.

## **MAY I ASK CREATIVE PINELLAS TO REVIEW OR PROOF MY APPLICATION?**

In the interest of fairness and transparency, Creative Pinellas will not review or proof your application prior to submission. Successful applicants have found that it is most helpful to have a friend, colleague or mentor review their application before it is submitted.

## **I'M STUCK, CAN CREATIVE PINELLAS HELP ME WITH MY ONLINE APPLICATION?**

Yes, Creative Pinellas can help you with technical and logistical questions, but before you contact us, click the white circle with an "i" inside to bring up the application help menu. There you'll be able to read the application FAQs, contact the site administrator, and submit a technical support request form. If you're still having difficulty, contact Christopher Hubbard, programs manager, at (727) 582-2242 or [christopher.hubbard@creativepinellas.org](mailto:christopher.hubbard@creativepinellas.org).

## **CAN I SEE A PREVIEW OF MY APPLICATION BEFORE IT COMPLETE MY SUBMISSION?**

Yes, you will be able to review and edit your responses until you finalize your application by completing the "Certification" task and clicking "Mark as Complete."

## **IF I FIND A MISTAKE AFTER SUBMITTING MY APPLICATION, MAY I CORRECT IT AND RESUBMIT?**

Once you finalize your application by completing the "Certification" task and clicking "Mark as Complete" you can no longer make additions, corrections, or any other edits. Creative Pinellas will not accept any form of resubmittals. Creative Pinellas staff highly recommends that you find a friend or colleague to review your grant application before you complete the submittal process.

## **MAY I DROP OFF OR MAIL IN A COPY OF MY APPLICATION?**

No, all applications must be submitted via our online application at <https://creativepinellas.smapply.io>

## **WILL I RECEIVE A COPY OF MY SUBMITTED APPLICATION?**

You will be able to view your application online at any time by signing in to your profile at <https://creativepinellas.smapply.io>.

## **I HAVEN'T RECEIVED NOTIFICATION ABOUT THE STATUS OF MY APPLICATION. WHEN SHOULD I CONTACT CREATIVE PINELLAS?**

You should receive an automatic email from our online program once you submit your application. You can also view the status of your application by logging in to your profile at <https://creativepinellas.smapply.io>. If you have not received any notifications or emails, contact Christopher Hubbard, programs manager, at (727) 582-2242 or [christopher.hubbard@creativepinellas.org](mailto:christopher.hubbard@creativepinellas.org).

## **WILL I BE REQUIRED TO ATTEND THE PANEL REVIEW?**

Applicants scoring 76 points and higher during the initial review will be required to attend the Panel Review. Applicants scoring less than 76 points will have the option to attend the review if they choose to do so.

## **WHEN WILL THE LIST OF GRANTEES BE ANNOUNCED?**

Winning grantees will be notified on the final decision for awards after the Public Panel Review. The names and disciplines of all grantees will also be published online at [creativepinellas.org](http://creativepinellas.org).

## **IF I RECEIVE AN AWARD, WHAT WILL I BE REQUIRED TO DO?**

Once the grantees have been announced, Creative Pinellas will contact you to submit a W9 form and other necessary financial paperwork so your grant can be processed. As the purpose of the Professional Artist Grant is to support and sustain Pinellas County's professional artists and to enhance and build awareness of the County as a cultural destination, Creative Pinellas has developed a variety of required, and optional, opportunities for grantees to develop and expand their audience. These opportunities include blogging, public presentations and engagement, and other Creative Pinellas sponsored arts events.

At the end of the grant funding period, grantees are required to submit a Grant Final Report which details expenditures and activities during over the course of the grant period. The report is due no more than seven (7) days after the end of the grant funding period.

## **NEED FURTHER HELP? HAVE QUESTIONS ABOUT A TOPIC NOT COVERED HERE?**

Contact Christopher Hubbard, programs manager, at (727) 582-2242 or [christopher.hubbard@creativepinellas.org](mailto:christopher.hubbard@creativepinellas.org).