

# FY25 Project Grant for Artists



## Providing project support for individual artists

### Application Questions and Support Material

The questions below are for informational purposes only. All applications must be submitted online. For additional support, including a guide to submitting applications online, please visit the [Resources for Grant Applicants](#) webpage on the [Nevada Arts Council](#) website.

### How to Apply

1. Review the [FY25 Project Grant for Artists Guidelines \(leer en español\)](#) and [FY25 Grant Policies](#)
2. Complete the application online using the Nevada Arts Council application portal, [Submittable](#)

### Applicant Information

1. Applicant Legal Name (middle name may be omitted)
2. Preferred Name (Artist/Chosen/Stage/Group)
3. Applicant Physical Address
4. Is your mailing address different from your physical address?
  - a. Applicant Alternate Address
5. Applicant Phone Number
6. Alternate Phone Number (optional)
7. Project Activity Type
8. Applicant Institution
9. Applicant Discipline
  - a. Applicant Sub-Discipline: Visual Arts
10. Project Discipline
  - a. Project Sub-Discipline

### Eligibility

1. I confirm that I am a U.S. citizen or have legal permanent resident status
2. I confirm that I am not enrolled as degree-seeking student
3. Upload: Proof of 21+ Years of Age
  - 21+ years of age is required to be eligible for Nevada Arts Council grants.
  - **Expired items will not be considered as valid proof of age.**
  - Acceptable documents showing proof of age:
    - State of Nevada Driver's License
    - State of Nevada Identification Card
    - United States Passport
4. Upload: Proof of 12+ Months of Nevada Residency
  - Current Nevada residency, of at least 12 consecutive months prior to the date of this grant application, is required to be eligible for Nevada Arts Council grants.

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- Expired, lapsed or overdue items will not be considered as valid proof of residency.
  - Acceptable documents showing proof of residency:
    - State of Nevada driver's license or Identification Card issued at least 1 year prior to application date (before uploading, please check the "Issue" date on your State of Nevada driver's license/ID card, if the date is less than one year ago, this cannot be used as proof of residency)
    - Other official document such as a utility bill, pay stub, vehicle insurance, or residential lease originally signed and dated between 12 and 18 months ago, not expired/lapsed, with your name and physical residential Nevada address listed as the intended recipient
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## Proposed Project Details

### Section A: Project Planning and Management

Review Criteria (30 points)

- Project is well planned with a realistic timeline
  - Clearly describes achievable objectives and outcomes
  - Provides a clear budget with appropriate financial resources to support the project
1. Project title & one-sentence description (In this format: Project title. One sentence description.)
  2. Provide a detailed description of your proposed project. (up to 350 words)
  3. Please include a full, detailed timeline with specific proposed dates and locations for all project-related activities. (up to 350 words)
  4. What is the approximate start date of your project?
  5. What is the approximate end date of your project?
  6. What are your anticipated goals, objectives, and outcomes for the project? (up to 250 words)
  7. Describe the methods you will use to evaluate project success, impact, and outcomes. (up to 250 words)
  8. Grant Request: Enter the dollar amount you are requesting (up to \$3,000)
  9. **Nevada Arts Council Funds Budget:** What specific elements of the proposed project will Nevada Arts Council funds support? **Please see Appendix A (Page 6) for Budget Details and Table sample**

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10. **Full Project Budget:** What are all the financial elements (expenses, income, in-kind contributions) of the proposed project? **Please see Appendix B (Pages 7-8) for Budget Details and Table sample**
11. Provide additional information to clarify elements of your project budget
12. I understand that, if awarded this grant, documentation of the use of grant funds must be provided in the Final Reports and must align with the proposed expenses above
  - Acceptable documentation includes receipts, financial statements, or other official proof of payment
  - Documentation for all grant paid expenses must clearly show that the expenses were incurred and paid for within the time frame of the grant cycle

### Section B: Artistic Excellence

Review Criteria (40 points):

- Demonstrates artistic excellence and achievement of applicant and any collaborating artists, groups, and/or organizations
  - Demonstrates clear artistic concept including the unique artistic/cultural components and/or creative elements of the proposed project
1. Upload: Resume or biography for the applicant artist
  2. Does the project include any collaborating artists? A collaborating artist is any artist that is involved in the proposed project other than the applicant artist themselves. This does not include contracted services
    - a. Upload: Name, Role, and Resume or biography for all collaborating artists
      - Include the artist's name and role in the project with each upload using the provided fields which will appear after uploading
      - Collaborating artists that are paid Collaborating Artist Fees with Nevada Arts Council funds must also be U.S. citizens or legal permanent residents
      - Please refer to the [Artist Resume and Biography](#) resource for examples
  3. Describe the artistic concept for this project including the unique artistic components or creative elements of the proposed project
  4. Artistic Work Samples: Uploads (up to 10): Include descriptive information for each upload using the provided fields which will appear after uploading. **Please see the end of this section (Page 4) for Artistic Work Samples guidelines**
  5. Artistic Work Samples: Links (up to 10): Include descriptive information for each link using the Brief Description field that directly follows

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### Artistic Work Samples Guidelines

Samples of artistic work should provide evidence of the quality of the applicant artist, collaborating artists, and any organizations associated with this project. Samples should clearly support the project narrative and may include video of live performances, audio clips of music, images of artistic work, writing samples, etc.

- You may submit up to 10 total Artistic Work Samples as uploads and/or links. If you include more than 10 uploads/links total, you will be asked to remove the extra work samples
- Each distinct item of support material/work sample should be a separate file. Do not include multiple Artistic Work Samples in one file (e.g. collages, montages, etc.)
- Samples may be images, audio, and/or video files
- All audio and video samples (including uploads and links) **may not exceed 10 minutes total combined**
- All writing samples **may not exceed 15 pages total combined**
- Do not submit links to sites that require downloading (e.g. Dropbox, Google Drive) or login credentials (e.g. private Instagram post)
- **Do not include any full website page/social media profile page links**
- **Do not include any marketing, promotion, public evaluation, letters of agreement/contracts, or any other similar items in this upload section. Please upload such items under Additional Support Materials**
- **Do not include any full website or social media profile links. Links must direct to individual artistic work samples.**

### Section C: Project Impact/Artistic Merit

Review Criteria (30 points):

- Demonstrates impact to the artist's personal craft and/or body of work
  - Demonstrates impact to a broader community, such as the general public, cultural community, or specific target populations
1. Describe how this project will impact your personal craft and/or body of work
  2. Describe how this project will impact a broader community, such as the general public, cultural community, or specific populations
    - If applicable, include specific demographic information on your target audience for the project including relevant socio-economic factors such as income, age, ethnicity, race, gender, ability, education, etc.

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3. Optional Upload: Additional Support Material (up to 5): Include descriptive information for each upload using the provided fields which will appear after uploading. Up to 5 additional items of your choice that support your project such as:
  - Marketing and Publicity Samples (i.e. advertisements, posters, programs, fliers)
  - Evaluation forms for participants, public evaluation of programming, and/or results of such evaluations
  - Contracts that specify cost, project dates, and services to be provided (facility, marketing, tech crew, etc.)
  - Letters of agreement/contracts with participating artists, companies, or organizations
  - Printed material that documents the administrative and/or artistic quality of your organization's programs or services
  - Sample publications from literary organizations/small presses
  - List of films to be screened at a proposed film festival
  - **DO NOT upload additional Artistic Work Samples in this section**
  - **Do not include any full website page/social media profile page or other links**

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### Budget Appendix A: Nevada Arts Council Funds Budget

Nevada Arts Council funds may be used for relevant project expenses including artist fees (to applicant artist and any collaborating artists), facility costs such as space rental, production costs/materials, marketing and promotion, travel, and contracted services.

**In addition to the General Funding Restrictions in the current [Grant Policies](#), Project Grant for Artist funds may not be used for:**

- Attending classes/workshops
- Teaching classes/workshops (funds to support individual teaching artist residencies are only available through the Arts Learning Express Grant to artists on the [Nevada Arts Council Teaching Artist Roster](#))
- Curating another artist's exhibition or artistic work
- Expenses outside the 6-month cycle
- Purchase of permanent equipment that exceeds \$500
- Collaborating artists that are paid Collaborating Artist Fees with Nevada Arts Council funds must also be U.S. citizens or legal permanent residents

If you have questions on filling out the Budget forms, please contact the Grants Team via the Submittable message center, at [grants@nevadaculture.org](mailto:grants@nevadaculture.org), or by phone at 775.687.7104

NEVADA ARTS COUNCIL (NAC) FUNDING - ALLOWABLE EXPENSES CATEGORIES	ITEMIZED NEVADA ARTS COUNCIL GRANT EXPENSES
TEACHING ARTIST FEES	
PRODUCTION ARTIST FEES (including directors, videographers, costume designers, lighting designers, etc.)	
FACILITY COSTS (Note that this includes space rental, utilities, etc. but renovation, remodeling, restoration, or new construction are not allowable)	
CONSUMABLE MATERIALS/SUPPLIES	
EQUIPMENT relevant to project - up to \$1,000 (including video cameras, microphones, software, video communication subscriptions, etc.)	
NEVADA ARTS COUNCIL GRANT FUNDING AMOUNT TOTAL	\$0.00

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## **Budget Appendix B: Full Project Budget**

In this full project budget, the projected income must match/balance with the projected expenses to show how you propose to pay for the project.

1. **Expenses:** Enter **all** your cash expenses for the **entire project** (not just the grant request amount) under "Projected Expenses." Do not include any in-kind contributions in this section.
2. **Income:** Enter **any** form of income that will be used for the project. If you will be paying for any part of the project from your own funds, enter the amount under Applicant Funds. Do not enter any in-kind contributions in this section except for cash donations.
3. **In-Kind:** In-kind contributions are non-monetary and include donated goods, services, facilities and personnel. You must document the actual cash value of all in-kind contributions provided by businesses and individuals. The in-kind should be calculated separately from the cash expenses and income. Please refer to the [Calculating In-Kind Contributions](#) resource for more information.

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**(See next page for full project budget table sample)**

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FULL/OVERALL BUDGET	
EXPENSES - DESCRIPTION	EXPENSE AMOUNTS
APPLICANT ARTIST FEES	
COLLABORATING ARTIST FEES (including payment to other artists who have equal, or nearly equal, participation in the overall project)	
PRODUCTION ARTIST FEES (including directors, videographers, costume designers, lighting designers, etc., or other artists that have specific limited participation in the overall project)	
FACILITY COSTS (Note that this includes space rental only. Other facility costs such as utilities, maintenance, renovation, remodeling, restoration, or new construction are not allowable)	
EQUIPMENT relevant to project - up to \$500 (including video cameras, microphones, software, video communication subscriptions, etc.)	
PRODUCTION COSTS/MATERIALS	
MARKETING & PROMOTION	
TRAVEL	
CONTRACTED SERVICES	
ADD ANY ADDITIONAL EXPENSES BELOW	
TOTAL EXPENSES	\$0.00
INCOME - DESCRIPTION	INCOME AMOUNTS
NEVADA ARTS COUNCIL GRANT AMOUNT	
APPLICANT FUNDS	
EARNED INCOME (admissions, ticket sales, product sales, subscriptions, etc.)	
PRIVATE SUPPORT: Foundation Support	
PRIVATE SUPPORT (contributions/donations from individuals and/or businesses, etc.)	
PRIVATE SUPPORT: Other Private Unearned Income	
GOVERNMENT SUPPORT: City, Municipality, County, State (excluding Nevada Arts Council)	
GOVERNMENT SUPPORT: Federal	
GOVERNMENT SUPPORT: Other	
ADD ANY ADDITIONAL INCOME BELOW	
TOTAL INCOME	\$0.00
IN-KIND - DONATIONS/GOOD/SERVICES	IN-KIND VALUES
VOLUNTEER HOURS	
DONATED SERVICES	
DONATED MATERIALS AND SUPPLIES	
DONATED FACILITY/SPACE	
ADD ANY ADDITIONAL IN-KIND BELOW	
TOTAL IN-KIND	\$0.00