



C.A.N. RECOVER GRANT FAQs

If I received a Community Arts Development Grant in FY22, do I need to fill out a complete application for a nonprofit arts organization?

No, CAD FY22 grantees need only to indicate their interest in being considered for the grant and the amount they are requesting. Grants will be awarded to 501(c)3 non-profit organizations in the following amounts
\$15,000 for budgets of \$500,00 or more
\$12,000 for budgets of \$250,000-\$500,000
\$10,000 for budgets of \$100,000-\$250,000
\$5,000 for budgets of less than \$100,000

If I applied to the FY22 Community Arts Development Grant as a nonprofit offering arts programming, can I apply to this grant for organizations opportunity?

No. Grants to organizations will only go to nonprofit arts organizations whose primary purpose is to provide arts programming.

How will grant funds be dispersed?

Grantees will receive awards in one check disbursement once the FAC announces your award and has received the funds from the NEA.

When the project is completed and grant funds are expended the grantee will complete a Final Report. The Final Report will include a detailed accounting of all expenses charged to the grant.

What kind of documentation/records must be kept?

Grantees must maintain a system that details the expenses that are charged to specific categories of the grant budget. This can range from a professional accounting system maintained by financial professionals for a large organization to an Excel spreadsheet with columns for each budget category. It should identify the entity who was paid, the amount, the date and a very brief entry for what was provided. Grantees do not have to submit copies of receipts or invoices, but all records must be retained for three years. The final report will include a question about the impact of your project.

What is the Individual Artist Stipend Program?

The individual artist awards are technically stipends. The stipend provides professional artists of all arts disciplines with stipends for the creation of artwork which can include the production of performances, presentations, exhibitions, and workshops.

How much can I request as an individual artist?

Stipends may be for \$2500 and \$5000. Panelists will measure artistic excellence, the ways the project is relevant to the community, and the applicant's demonstrated ability to execute a project of the proposed budget.

What type of artists can apply?

All professional artists 18 or over who have resided in Frederick County for at least one year prior to the application deadline are eligible to apply. Artists can represent disciplines including, but not limited to: visual artists, media artists, composers, choreographers, playwrights, poets, actors, musicians, dancers, singers, performance artists, artisans, ceramicists, sculptors.

Do I need a slideroom account to apply?

Yes. It is free to register with Slideroom.
www.slideroom.com

Is an artist who works in Frederick County but does not live there eligible for a CAN Recover Individual Artist Grant?

No, the artist-applicant must live in Frederick County for at least one year. The application will require that the artist-applicant address be provided. Awardees will need to provide proof of residence.

What if an artist works with a team or collaborators?

Artists may propose a project that is developed or presented by a team but the application and all the responsibilities that ensure from that application, are attached to and in the name of the single artist whose name is on the application. The background/resumes of collaborators may be described in the project description and uploaded as support materials.

How can grant funds be spent?

Individual artist grantees must assign expenses to specific categories in the application form and spend grant funds in those categories such as materials and artist fees. They may adjust the specific expense if it needs to adjust the project, but the expenses must still be in the same category.

How will the application be evaluated?

Applications to the program will be evaluated based on artistic excellence, service to community, and capacity to implement. Application materials should substantiate your work as a professional artist.

Applicants will be asked to submit a budget as a component of their application. While specific expenses and spending choices may be adjusted during the course of the project, the proposed budget line items must be upheld and reflected in the recipient's final report.

I am an artist who is part of a dance company, theater production or artist collective. Am I eligible to apply as an individual artist?

Yes, all individual artists who meet the eligibility criteria are eligible to apply.

Do I need to produce or present a project if I receive an individual artist stipend?

Yes, artists who receive a stipend are required to carry out, produce or present a project. Eligible projects include the creation of artwork, performances, presentations, exhibitions or workshops.

What should I include in my Artist Statement?

An artist statement summarizes your artistic practice, work, medium, influences and unique creative pursuits. Simply put, an artist statement is what you do as an artist.

What type of work samples am I required to provide as part of the application?

Work samples vary by discipline. We just ask that you provide samples that you consider to be the best representation of your work. Work samples should provide evidence of your work as a professional artist and may include still images, short videos; audio or dynamic media files; writing samples (e.g., excerpt of poem, script or play), etc. Applicants may also submit images/videos related to the proposed project.

What file formats are accepted for support documents?

Acceptable file types: pdf, jpg, jpeg, mp3, mp4, m4a, wav, mov, avi, mpg, 3gp, flv, webm, wmv, ogg, aac, flac, aiff, wma, mkv, m4v. Links are also acceptable.

What can I submit as support documents?

Support documents are optional. Support documents should provide confirmation of your work as a professional artist and may include catalogues, program books/playbills, postcards or flyers, news articles, letters of support, artist website, etc.

If selected, what will I need to submit as proof of residency?

Upon selection, artists will receive an email notifying them of their award. At which point, they may be asked to submit one of the following as proof of residency: property tax record; lease agreement; voter's registration; or IRS income tax return 2019. Artists must have resided in Frederick County for one year prior to the time of application.

Do I need to match the funds with additional funding?

No, the Stipend Program does not require matching funds as it is not a grant.

What are the reporting requirements?

Selected artists will report on the implementation of the project, uploading documents/images/videos and a brief narrative that describes its execution. There will be a question about the impact of the project as well as a report of how the funds were spent.

May I apply with a project that is already receiving funding support and or has already begun?

Yes. If this is the case, simply explain the need for additional funding.

If I am an artist who works for an arts organization that is applying for a C.A.N. Recover Grant can I also apply for an individual artist award?

Artists who have a practice outside of their responsibilities as a salaried staff person or as a contracted services artist for that organization may apply for a grant for their own project. If the organization is in some way involved in the project, as for example, providing a venue for the project to take place, both artist and organization must take care not to have both grants pay for the same expenses.

What are allowable and unallowable expenses for the Individual Artist Stipends?

ALLOWABLE EXPENSES

- Artist fees (cannot support students or children as professional artists).
- Materials & supplies necessary to complete the grant project.
- Marketing & documentation.
- Production expenses including facility rental, contracted services.

EXCLUSIONS: Expenses that include but are not limited to alcoholic beverages, vehicle rentals, rent, entertainment, gratuities, or meals. § Support for a one-time award to honor or recognize an individual's achievement. (e.g., Lifetime Achievement Awards)

- Fellowships or other honorifics based on the quality of past work.
- Support for rent or food assistance, or any type of "artist relief" program where the funding is to alleviate financial hardship and does not require the artist to undertake and complete work.

- Support exclusively for the business expenses of individual artists (e.g., general operating support for individuals.)
- No other Federal monies may be used for exact same project expenses

What are Allowable and Unallowable expenses for Organizations?

ALLOWABLE:

The ARP funds can go towards arts organizations' personnel, stipends for artists, facilities, health and safety supplies, and marketing and promotional costs. No cost share or match is required to apply for funding.

EXCLUSIONS:

Capital improvements; Mortgage payments; regranteeing; general fundraising; alcoholic beverages; costs supported by any other federal funding; lobbying; purchase of equipment or property; political or religious activities

For organizations (including universities/ government/tribes) with multiple departments/ programs, can each department apply separately but under the same EIN number?

No, there can be only one application per entity.

Can more than one artist apply for a project (i.e. can individual band members apply in addition to the band's collaborative creation of new artwork)?

On a collaborative project of new artwork there must be a lead individual artist applicant. The artist collaborators can also apply for individual artist stipends but the additional proposed work must be for a separate project. The lead artist applicant submitting with collaborators cannot submit a separate application because there can only be one application per entity.

Can an individual artist include studio rent in their budget?

If an individual artist needs to pay for studio space to carry out their work, they can include studio rent in their budget, in an amount prorated to scale/duration of the project. So, for example, they should not include six months of studio rental for a project that takes 3 weeks, or studio rent for a project that is taking place entirely out in the community. The studio must be a relevant expense of the project they have proposed. Studio rent cannot be the only cost in the budget.