

Overview

With funding from the City of Springfield, the City Arts grant aims to assist practicing Springfield artists by developing their craft while adding to the cultural vitality of the city of Springfield. This initiative provides assistance to artists across all artistic disciplines, including Performing Arts, Visual Arts, and Literary Arts. This program supports special projects, programs, events, and opportunities occurring between May 10 and November 10, 2024.

We welcome applications from a variety of eligible artists.

Projects must serve or benefit the Springfield community. They must be open and accessible to the public and should be family friendly.

Grants are \$3,000 and will be awarded to three individual artists.

Eligibility

The City Arts grants will be awarded only to individual artists who have a Springfield mailing address. Three artists will be awarded: one literary artist, one performing artist, and one visual artist.

An applicant may submit only one application to the FY 2024 City Arts grant. There is no fee to apply.

Organizations are not eligible to apply.

Areas of Particular Interest

The Arts Council encourages applications from BIPOC and LGBTQ+ artists. We seek to support projects that have one or more of the following impacts:

- uniting the community of Springfield
- reflecting the diverse population of the City of Springfield
- reaching and being accessible to varied audiences
- enlivening public spaces
- taking place in nontraditional arts spaces
- addressing timely social and cultural issues of relevance to our community
- actively engaging the community
- serving the public good

Nondiscrimination Policies

The Arts Council is committed to diversity, equity, inclusion, and accessibility, and fostering mutual respect for the diverse beliefs and values of all individuals and groups.

City Arts Grant FY24

Projects may focus on reaching a particular group or demographic, such as gender, disability, economic status, race, color, or national origin; however, they may not be exclusionary.

Artistic Disciplines

The City Arts grants will fund projects based on the applicant's artistic discipline or field. Applicants must apply to a specific discipline area:

- Visual Arts
- Performing Arts
- Literary Arts

Select the discipline that most closely aligns with your project activities. Contact us if you have any questions about which discipline is most appropriate for your project.

Application Calendar

Submit Application	April 1, 2024
Earliest Announcement of Grant Award or Rejection	May 1, 2024
Submit Grant Agreement	May 10, 2024
Earliest Start Date for Proposed Project	May 10, 2024

All artist applicants must apply by the April 1, 2024, deadline. Late, ineligible, and incomplete applications will not be reviewed.

In the event of an emergency, the Arts Council may adjust application deadlines for affected applicants. If a deadline is extended for any reason, then an announcement will be posted on our website.

Contact us to request accommodation or an alternate format of the guidelines and application.

Award Information

Grants are \$3,000.

No cost-matching is required, but in-kind donations are encouraged.

City Arts Grant FY24

Applying for a City Arts grant does not guarantee funding. The grants are allocated at the discretion of the Arts Council.

Unallowable Activities/Costs

City Arts grants cannot fund capital expenditures; permanent equipment; scholarships; deficit funding; degree completion; professional development; fundraisers, benefits, or receptions; social functions; inherently religious or political activities; commercial advertising; cash prizes, gifts, or giveaway items; or projects taking place outside of Springfield.

Application Review

Applicants will be reviewed based on artistic merit, community involvement, and impact of the proposed project.

After processing by our staff, applications are reviewed by advisory panelists. The panel is comprised of a diverse group of arts experts and other individuals. Panel members change regularly.

Award Administration

The Letter of Notification will include a Grant Agreement which must be completed and returned to the Arts Council. The grant award will be presented to the artist upon receipt of the Agreement.

The Final Report is due two weeks after completion of the project or no later than November 28, 2024. Failure to submit a final report will result in ineligibility for future grant funding with the Arts Council. Before a grant is awarded, applicants must have submitted acceptable Final Reports by the due date(s) for all previous grants through the Arts Council.

Grantees must credit the City of Springfield and the Springfield Area Arts Council in all public notices, publicity, oral announcements, printed programs, social media, and other applicable material.

Changes in Projects

Applicants must notify the Arts Council immediately of any significant changes in their project that occur after submitting an application. If the project or the individual's capacity to carry out the project changes significantly before an award is made, then the Arts Council may revise or withdraw the funding recommendation.

Grantees are expected to carry out a project that is consistent with the proposal that was approved for funding by the Arts Council. If changes to the project are required, then the grantee must submit a request with justification for the change(s) for review by the Arts Council. Approval is not guaranteed.

How to Apply

All applications must be submitted online before 11:59 P.M. CT, on Monday, April 1, 2024.

Complete applications must include:

- Detailed narrative of the artistic project and outcomes
 - o Must be no more than three typed pages.
 - o Include:
 - a brief autobiography.
 - whom you will serve.
 - what you will do.
 - when your project will take place (a timeline).
 - where project activities will occur.
 - why this will benefit the Springfield community (general purpose and specific goals).
 - how you will conduct the project (process).
- Application Form
 - o A template is provided.
- Detailed budget
 - o A template is provided.
- Work Sample(s)
 - o Provide at least one example of your work in the format best-suited to the display of your talent. Portfolios are also acceptable.
- Letter of Reference
 - o Submit a letter of reference from someone who knows your work and / or has witnessed your work in the community.

Remember that your project must involve and benefit the community. Please refer to our suggested community impacts list when completing your narrative.

Applicant Resources

Applicants may request informal virtual or in-person sessions with office staff to answer questions about submitting a competitive application, to discuss a proposed project, or to review an application prior to submission.

For questions or to submit session requests, email director@springfieldartsco.org or call 217-753-3519. Office hours are Monday through Friday, 9 A.M. – 5 P.M.