

## WHAT IS IT?

Research & Development (R&D) Grants provide funding support to Arizona artists as they work to advance their artistic practice, expand their creative horizons, and deepen the impact of their work.

## WHO IS IT FOR?

Artists working in any discipline who live and work in Arizona. Whether you're just getting started or you have already experienced many career successes, the R&D Grant is available to help you take your artistic practice to the next level, including:

- exploration of new techniques
- experimentation with new materials or technologies
- creation of new work
- development of new strategies for engaging your community of practice

## HOW DO I APPLY?

The R&D Grant application process is split into two stages so applicants don't spend a lot of time doing unnecessary work. After your **Stage 1** application materials are reviewed by a panel of independent arts professionals, applications determined to be most competitive according to evaluation criteria will move on to **Stage 2**.

## HOW MUCH IS IT?

# \$3,000-\$5,000

Applicants may request a minimum of \$3,000 and a maximum of \$5,000. Up to 15 grants will be awarded this year.

## WHAT CAN I SPEND IT ON?

Grant funds may be used for any of the following (this list is not comprehensive):

- Stipend to grantee
- Stipends to collaborators
- Materials
- Travel costs
- Technology
- Equipment
- Space rental
- Marketing costs
- Production costs
- Documentation
- Rehearsal time
- Registration fees

## WHEN DO I NEED TO SPEND IT?

Proposed activities may be underway prior to the time of application but must be completed by March 2022.

### APPLICATION: STAGE 1

Proposal Narrative & Work Samples

SUBMIT BY 11:59 PM, **OCTOBER 15, 2020**

**STAGE 2 NOTIFICATION**  
JANUARY 8, 2021

### APPLICATION: STAGE 2

Process Map, Experience List, & Expense List

SUBMIT BY 11:59 PM, **FEBRUARY 3, 2021**

### GRANTS AWARDED

APRIL 2021

**PANEL REVIEW**  
MARCH 19, 2021

## PRIMARY STAFF CONTACT

### Kesha Bruce

Artist Programs Manager

Phone: (602) 771-6530

Email: [kbruce@azarts.gov](mailto:kbruce@azarts.gov)

## TECHNICAL SUPPORT

For questions about the Submittable online submission platform:

Email: [support@submittable.com](mailto:support@submittable.com)

Phone: (855) 467-8264, ext. 2

Web: [help.submittable.com](http://help.submittable.com)

**STAGE 1: THE APPLICATION****DUE BY 11:59PM, OCTOBER 15, 2020**

When you're ready, go to <https://azarts.gov/grant/artist-research-and-development/> and click on "Apply Now." This will take you to a website called Submittable where you'll submit your application materials.

**NARRATIVE PROPOSAL DETAILS**

Answer each of these questions.

You can type up your proposal narrative (1200 words),

or

You can upload it in a video or audio recording (no more than 8 minutes in length).

- a) Describe the work you propose to do with the grant funds. What are your specific proposed activities?
- b) Tell us about your community of practice: is it your artistic discipline, audience, field of study, place-based, geographic, or broader community?
- c) How does the work you propose reflect or respond to your community of practice?
- d) How does this proposal relate to the work you currently do?
- e) How would receiving this grant deepen your artistic practice?
- f) If you have collaborators, who are they and how do they contribute to your proposed work? (Answer this question only if you are working with anyone else.)

**WORK SAMPLES**

Submit work samples you've completed in the last 5 years. From the list to the right, please choose the most appropriate artistic work sample format to represent your discipline:

If you have collaborators you may include one work sample per person, for up to 3 collaborators:

**Applicant work samples**

- 3 minutes of recorded audio
- 3 minutes of recorded video
- 6 images
- 5 pages of double-spaced text or 3-5 poems
- Combination of materials listed above: Please edit accordingly for no more than a total of 3 minutes of reviewing time (2 images=1 min.)

**Collaborator(s) work samples**

- 1 minute of recorded audio
- 1 minute of recorded video
- 2 images
- 1 page of double-spaced text or 1-2 poems
- Combination of materials listed above: Please edit accordingly for no more than a total of 1 minute of reviewing time (2 images=1 min.)

## WORK SAMPLES DESCRIPTION

Provide a brief description explaining how the submitted work sample(s) relate to your proposal. Why did you choose them?

Include the following for each work sample:

- Artist's name
- Title of the work
- Date completed/premiered

*If applicable:*

- Location/site of exhibition or presentation
- Dimensions and medium of the work

## STAGE 1: EVALUATION CRITERIA

Here's what panelists will be thinking about as they review Stage 1 application materials:

### POTENTIAL IMPACT TO ARTIST

Does the application describe the potential impact to your personal craft and/or body of work in the narrative proposal details submitted?

### POTENTIAL IMPACT TO ARTIST'S COMMUNITY OF PRACTICE

Did you clearly outline who is your community of practice? Does the application describe the potential impact to your artistic discipline, audience, field of study, place-based community, or broader community? Community can mean different things to different people in different contexts, and we encourage you to define your community in a way that makes sense for your artistic practice and this proposal.

### ARTISTIC STRENGTH

Do the work samples you share reflect your distinct vision and originality? Does your work sample description convey a clear understanding of your craft—the techniques you use and the intention behind them—and commitment to artistic achievement?

## STAGE 1: REVIEW PROCESS

All applications submitted by 11:59 pm, October 15, 2020 will be reviewed by a panel of independent arts professionals from communities throughout the state. Applicants whose applications are determined to be most competitive according to evaluation criteria will be invited to submit additional materials and move on to Stage 2 of the application process.

You will be notified whether or not your application will advance to Stage 2 no later than January 8, 2021.

## STAGE 2: THE APPLICATION

**DUE BY 11:59 PM, FEBRUARY 3, 2021**

Applicants who advance to Stage 2 of review will be invited to submit additional information including a process map, an experience list, and an expense list. Panelists will review the application as a whole and convene for a public panel meeting to make final funding recommendations.

### PROCESS MAP

Map the course of your creative process for this proposal by identifying 3 to 5 specific steps you will take during the funding period. These can be activities, events, achievements, or anything else you will use to track and anchor your artistic process.

You can provide a list or narrative text or upload a 1-page file (.jpg or .pdf) of a drawing, sketch, or other visual.

### EXPERIENCE LIST

Provide 3 to 5 personal, professional, and/or community-based experiences you have engaged in the past 5 years that are relevant to your proposal.

Briefly describe how each experience has prepared you for the work you propose to undertake.

#### Collaborator's Experience List

Provide 1 to 3 personal, professional, and/or community-based experiences that each of your collaborators engaged in the past 5 years.

Briefly describe how each experience is relevant to your proposal and has prepared your collaborators for the work you propose to undertake.

### EXPENSES LIST

List total eligible expenses (artist stipends, including your own artist stipend, materials, travel costs, equipment, space rental, production costs, documentation, marketing, rehearsal time, etc.) related to your proposal.

Please include expenses even if you are not seeking funding for them and tell us about any additional income in the Budget Narrative section below.

### GRANT AMOUNT REQUESTED

Indicate the grant amount you are requesting, between \$3,000 and \$5,000.

### BUDGET NARRATIVE

Describe anything in the expenses list that would benefit from additional explanation. For example, if your expenses exceed \$5,000, please tell us how you will fund the rest of your proposed activities.

## STAGE 2: EVALUATION CRITERIA

As you develop your application materials for Stage 2, consider that the panelists will be thinking about Stage 1 Application Materials and Evaluation Criteria in addition to the following:

### FEASIBILITY

Does the application demonstrate substantial evidence that the proposal will be realized within the funding period? Does the application include a reasonable expenses list for the scope and scale of your proposed activities? Do the process map and experience list provide evidence of your ability and capacity to realize your proposal? Are the experiences you describe relevant to the work you propose? Does the process map present a clear path to your goals?

### INTEGRITY OF PROPOSAL

Viewed as a whole, does your application demonstrate the integrity with which you approach your artistic practice and the community of practice you defined? Do the application materials demonstrate a consistency of proposed actions, values, methods, and goals?

## STAGE 2: REVIEW PROCESS

After the February 3 due date, your Stage 1 and Stage 2 application materials will be evaluated by each member of the review panel individually, according to the evaluation criteria.

On March 19, 2021, the panelists will convene in Phoenix to discuss the applications as a group. This meeting is open to the public and applicants being reviewed will be notified of listening options.

At the conclusion of the meeting, panelists will finalize their scores and recommend up to 15 applications for funding. These recommendations will then be sent to the Arts Commission's Governor-appointed board of commissioners for approval.

Grantees will be notified in April 2021.

### BILL DESMOND WRITING AWARD

The Bill Desmond Writing Award provides funding support in the amount of \$1,000 to excellent nonfiction writers for specific project-related costs. The award is available to a nonfiction writer applying for the R&D Grant and can be offered independent of or in addition to the R&D award. No additional application materials are required.

Funding for the Bill Desmond Writing Award is generously provided by the Bill and Kathy Desmond Endowment.

## APPLICANT ELIGIBILITY

Applicants must be individuals and may submit only one application per year. Organizations are not eligible to apply. At the time an application is submitted, and the grant is awarded, an applicant must be:

- 18 years of age or older;
- not enrolled for more than three credit hours at a college or university;
- and a resident of Arizona.

Recipients of the R&D Grant must wait 4 years to reapply and may receive a maximum of 4 awards in their lifetime. This also applies to recipients of the previously-named Artist Research and Development Grant and previously-offered Artist Project Grant. Applicants who failed to submit a Final Report are not eligible to apply.

## FUNDING RESTRICTIONS

This program does not fund the following:

- Support for activities, or projects which would otherwise be eligible for another Arts Commission grant, such as: Career Advancement Grant; Arts Learning Collaboration Grant; Lifelong Arts Engagement Grant.
- Teaching artist residencies.
- Documentation of existing arts projects.
- Costs related to activities for which the applicant is employed or contracted.
- Costs related to academic research or formal study toward an academic or professional degree.
- Expenses incurred in the presentation of final work, such as self-publishing, promotion, catalogs published by the artist(s), exhibition expenses, and self-presenting. Such expenses may be one component of the proposal but cannot be the sole purpose of the requested funds.
- Fundraising projects, food and beverages for any purpose.
- Scholarships, awards, and competitions.
- Grant administration, overhead, or processing fees taken by an umbrella/parent organization.

## ARIZONA COMMISSION ON THE ARTS

One of 56 state and jurisdictional arts agencies across the United States, the Arizona Commission on the Arts is a 53-year-old agency of the State of Arizona and a leading force in the creative and professional development of Arizona's arts sector. Through robust programs, research initiatives and strategic grantmaking, the Arts Commission catalyzes arts-based partnerships that strengthen Arizona communities through the arts.

*We imagine an Arizona where everyone can participate in and experience the arts.*

For more information, contact us at (602) 771-6501 or email [info@azarts.gov](mailto:info@azarts.gov) or visit [www.azarts.gov](http://www.azarts.gov). To request this or any other publication in an alternate format, contact the Arts Commission offices. An equal employment opportunity agency.

