DEADLINE FOR SUBMISSIONS
Tuesday, March 29, 2022

Program Overview

Grant Program Purpose
The Artist Career Empowerment Grant Program is designed to stimulate economic opportunity and benefit to both the individual artist recipient and creative entrepreneurs, as well as the arts and cultural sectors, the creative community, and the economic ecosystems of Salt Lake City.

As the Salt Lake City Arts Council, we acknowledge that our current economic conditions have disproportionately impacted our creative sector. Further, we acknowledge that Black, Indigenous, and/or other Persons of Color (BIPOC) have persisted through even greater challenges stemming from the COVID-19 Global Pandemic as well as the violence of prolonged systemic racism and inequities which exist in our industry and society at large.

This grant program will aid in Salt Lake City's phased economic recovery efforts and provide necessary financial resources to incentivize individual artists in our creative sector. The Artist Career Empowerment Grant Program will directly contribute to a more
expeditious and equitable recovery of Salt Lake City's thriving creative economy.

ABOUT OUR FUNDING PARTNER
In November, the National Endowment for the Arts announced American Rescue Plan Grants for Local Arts Agencies. Salt Lake City Arts Council is one of these 66 organizations and the only organization in the State of Utah to be funded with a grant in the amount of $500,000 to subgrant to individual artists and nonprofit organizations. With these funds, we will support several grant categories, including this program.

ABOUT OUR CITY ARTS GRANTS PROGRAM
For decades, the Salt Lake City Arts Council has administered the City Arts Grants Program, distributing millions of dollars to countless arts and culture organizations and individual artists. The City Arts Grants program is designed to provide financial support for arts programs and projects in Salt Lake City. The Salt Lake City Arts Council’s Artist Career Empowerment Grant program was first released in 2021 and distributed 38 grants to individual artists, ranging from $500 - $2,000. Our City Arts Grants Program hopes to amplify the Artist Career Empowerment Grant using this once-in-a-generation investment from our federal partners.

Please read the Program Guidelines thoroughly as substantial changes to this program have been made.

PROGRAM STRUCTURE
OVERVIEW
We aim to distribute approximately $150,000-$175,000 to an undetermined number of individual artists before June 30, 2022. Grants will be made in the following amounts; $10,000 - $15,000 and distributed based on adherence to the Funding Priorities, as well as the Evaluation Criteria. We anticipate a high number of competitive submissions to this program. Applicants are encouraged to adhere to the Funding Priorities and Evaluation Criteria whenever possible to maximize their score.

GRANT AMOUNTS
$10,000 - $15,000
To receive funds, applicants must have an average score in the top tier of applicants. Funded grants are not likely to exceed fifteen (15). Applicants must agree to additional Terms and Conditions from the NEA before submission to be considered for a grant. Grants will be distributed in four (4) payments. Additional grant funds may be available to only those funded and more information will be provided at a later date.

ELIGIBILITY CRITERIA
Applications for Salt Lake City Arts Council's Artist Career Empowerment Grant Program must be submitted and administered by an individual artists who meets all of the following Eligibility Criteria at the time of submission:

1. Is a current resident of the State of Utah;
2. Is legally able to receive taxable income in the U.S. (e.g. citizen, green card holder, and/or permanent resident who can provide a W9 and SSN or ITIN)
3. Is 18 years of age or older;
4. Is an individual person who considers themself an artist or artisan. Artist groups/collectives are ineligible to apply as such;
5. Is a practicing artist able to demonstrate a sustained commitment to their work,
career, and a public audience;
6. Demonstrate a high level of artistic excellence/artistic merit;
7. Is able to develop and implement a project within the boundaries of Salt Lake City which is open to the public between December 1, 2022 and June 30, 2023.

FUNDING LIMITATIONS
Funds cannot be expended for the following activities and/or expenses:

1. Expenses incurred outside of the grant timeline (June 1, 2022 through June 30, 2023);
2. Activities already underway. Project should be a new idea which is developed exclusively for the purposes of this grant program OR a project that is being enhanced by new elements previously not utilized.
3. Expenses incurred for the purposes of debt reduction;
4. Expenses incurred outside of the State of Utah must be approved in writing (including online purchases), items made in America should be prioritized whenever possible per the Buy America Act;
5. Expenses which are sub granted in any way. Subcontracting is a permissible use which must be approved through the grant application process;
6. Projects which occur outside of the city limits of Salt Lake City, Utah. Please verify the address of your proposed project using this tool;
7. While artist-owned businesses and artists who maintain a LLC or equivalent are eligible to apply, activities and/or expenses should demonstrate a commitment to the Funding Priorities below, as well as create a highly impactful project which conveys a financial model that would otherwise be unavailable without these grant funds.

ADDITIONAL REQUIREMENTS
If funded, Additional Requirements must be met before final approval and disbursement of your grant funds. At this time, these may include:

1. Adherence to the National Endowment for the Arts official General Terms and Conditions for Grants and Cooperative Agreements to Organizations;
2. Adherence to the National Historic Preservation Act (NHPA) and/or the National Environmental Policy Act (NEPA) during project development and implementation. The Salt Lake City Arts Council may conduct a review of your project to ensure that it is in compliance with NHPA/NEPA;
3. Adherence to Section 504 of the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act of 1990 (ADA), as amended. The Salt Lake City Arts Council may conduct a review of your project to ensure that it is in compliance with Section 504/ADA;
4. Cooperation with the Salt Lake City Arts Council in conducting a Risk Assessment for noncompliance with federal statutes, regulations, and the general Terms and Conditions outlined above;
5. Successful completion of a registered Unique Entity Identifier (UEI). Additional instructions about this requirement will follow if funded.
6. Required attendance at a monthly Cohort Meeting, approximately one (1) hour in length. The purpose of the Cohort Meeting might include, but is not limited to, discussions on the progress of your project, garnering additional support and resources for successful execution of your project, as well as to generate networking opportunities for all individual artists involved.
Additional eligibility and/or limitations may be added at any time with written notice to funded projects.

**GRANT FUND USAGE AND GENERAL GUIDANCE**

**GENERAL FUNDING GUIDANCE**
The Salt Lake City Arts Council aims to fund Artist Career Empowerment Grants which are innovative, transformative, and engaging. As such, we are encouraging applicants to this grant program to develop and propose projects which adhere to the above principles and press the boundaries of creativity, fill critical community needs, or raise awareness on social issues.

Applicants are encouraged to develop projects which adhere to the Eligibility Criteria and Fund Limitations listed above. Potential fund usage can be, but is not limited to, the projects listed below:

1. Projects which present a minimum of one public performance of the following artforms: Dance, visual art, music, theater, performance, new media (film/video/digital/web based/archives etc), social practice art; or transdisciplinary artistic media. Examples can include: opera, busking, DJing, web based work, illusions, and any other crafts which are creative in nature;
2. Projects which present a minimum of one public engagement opportunity grounded in creative industry such as; workshops, festivals, symposiums, showcases, webinars, digitally based, markets, fairs, panels, service projects, experiential, and educational courses;
3. Projects which develop and place one or more physical object(s), grounded in an artistic discipline, within a designated space accessible to the public. The object may be temporary or permanent, but must adhere to all relevant city code and permits;
4. Project that focuses on a restricted audience that has a significant impact on that population including but not limited to; hospitals, prisons, schools, rehabilitation centers, and other such locations;

**FUNDING USAGE**
Every funded application must result in a public project of some kind. Funding Usage for your project must adhere to the following:

1. All Funding Limitations and Additional Requirements listed above;
2. All funds expended must be justified in context with the development or implementation of your public project. The following fund uses may be allowed only if the related expense(s) can be justified in context with a public project:
   A. Professional Development: Use of funds to build technical, artistic, administrative, or adaptive skills may not exceed 20% of grant funds;
   B. Facility and Equipment: Use of funds to purchase software, hardware, subscriptions, and pay for facility costs. Costs cannot exceed $5000 per item and should adhere to all requirements of the Buy America Act;
   C. Travel: Use funds to travel within the United States. Must acquire competitive fare on domestic flights, purchasing for the lowest available fare at the time of receipt. Travel expenses require written approval through the grant application process and may not exceed 10% of grant funds;
D. Artist Fees and Honoria: Use of funds to compensate yourself or other artists.

3. This project cannot include project costs that are supported by any other federal funds or their cost share/match, including costs that may be included in applications submitted, or grants received, by partner organizations or presenters. It is your responsibility to ensure that any future requests made on your behalf carefully consider the sources of the program’s fund;

4. Without exception, all personnel involved in your project must be paid a livable wage of $15.11 per hour as defined by MIT’s Living Wage Calculator found here. This includes artists, subcontractors, and existing employees of your organization.

FUNDING PRIORITIES
The following represents priorities as identified by the Salt Lake City Arts Council which align with several strategic initiatives of Salt Lake City, including the Salt Lake City Arts Council’s Strategic plan and the Salt Lake City Mayor’s Work Plan. We acknowledge that it is highly unlikely that any single application will adhere to every priority listed below. However, we encourage the applicant to carefully consider how our Funding Priorities and the goals and objectives of your prospective project might align, and clearly demonstrate that alignment accordingly. The following Funding Priorities apply to this Grant Program:

- All individual artists are encouraged to apply, however a portion of funds will be prioritized for and subsequently granted to individual artists who self-identify as Black, Indigenous, and/or other Persons of Color (BIPOC);
- Applicants who foster cultural equity and provide a positive social impact;
- Applicants who aim to strengthen their individual and entrepreneurial health and development;
- Applicants who cultivate and build healthy partnerships in the community;
- Applicants who elevate the arts sector;
- Applicants who demonstrate a public project which is considerate of our environment and sustainable in both the development and implementation phase;
- Applicants whose public project occurs in Council Districts 1 and 2. Please verify the Council District of your proposed project using this tool;
- Applicants who demonstrate a substantial commitment to accessibility for persons with disabilities and adherence to Section 504 and the ADA (as described above);
- Applicants whose project demonstrates a large impact in the community either through estimated attendance, and/or community involvement/engagement, and/or disciplinary uniqueness and innovation;
- Applicants whose public project is either free or low cost;
- Applicants whose public project includes innovative art-based or creative technology or represents a substantial effort to advance arts and culture industries as a creative entrepreneur;

GRANT APPLICATION AND REVIEW PROCESS
APPLICATION KEY DATES
- Guidelines* Released: Tuesday, February 22, 2022 at 8:00 a.m.
- Application Opens: Tuesday, March 1, 2022 at 8:00 a.m.
- Virtual Grant Program Orientation:
  Tuesday, February 22, 2022 at 7:30 a.m.
  Wednesday, February 23, 2022 at 5:30 p.m.
Thursday, March 3, 2022 at 12:00 p.m.
Friday, March 7, 2022 at 10:00 a.m.
Friday, March 18, 2022 at 4:30 p.m.

- **Application Closes:** Tuesday, March 29, 2022 at 11:59 p.m.
- **Salt Lake City Arts Council Committee Review Process:** March 31, 2022 through April 28, 2022
- **Salt Lake City Arts Council Board Meeting:** Wednesday, May 18, 2022 at 5:30 p.m.
- **Written Grant Notification:** Friday, May 20, 2022 before 5:00 p.m.
- **Grant Agreement Form Acceptance:** Friday, May 27, 2022 before 5:00 p.m.
- **In Person Grantee Orientation:** Tuesday, May 31, 2022 from 4:00 p.m. - 5:30 p.m.
- **First Grant Distribution of $3,000-$5,000:** Wednesday, June 1, 2022
- **Grant Installment of $3,000-$4,000:** Monday, September 1, 2022
- **Grant Installment of $2,500-$4,000:** Thursday, December 1, 2022
- **Final Grant Distribution of $1,500-$2,000:** Date to be determined based on completion of Final Public Project.
- **Monthly Cohort Meetings:** Dates to be determined by Organization
- **Final Public Project Release:** December 1, 2022 through June 30, 2023 Specific date(s) to be determined by the Artist.

**EVALUATION CRITERIA**

All applications will be scored in accordance with our scoring rubric, found here.

There will be a total of 110 points available for this grant program, however, all final point considerations will be weighted based on a total of only 100 points.

The breakdown of available points is as follows;

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points Available</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Criteria:</td>
<td>80</td>
</tr>
<tr>
<td>Budget:</td>
<td>20</td>
</tr>
</tbody>
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**Total Weighted Points:** 100 Points Available

Additional Funding Priority Criteria: 10 Points Available*

*Priority Criteria represents available points for applications who are considerate of our Funding Priorities as outlined above. These points should be viewed as "extra credit" and are intended to provide supplementary points for applicants who choose to align their project proposals with our Funding Priorities. There is not an expectation that applicants attempt to receive all supplemental points. Rather, applicants should consider how our Funding Priorities and the goals and objectives identified within their project align and clearly demonstrate accordingly within their submission.

Total Weighted Points: 100 Points Available
Total Funding Priority Points: 10 Points Available

**Grand Total Points Available:** 110 Points

**APPLICATION**

**FINANCE AND BUDGET INFORMATION**

All applicants must submit a detailed budget using the provided budget template, found here.

All budgets must balance. Meaning, expenses may not exceed income. We acknowledge that this budget represents a projection of income and expenses. As such, funded applicants will have opportunities throughout the grant program to submit change requests which better align with current economic conditions. All applicants are encouraged to submit budgets which thoughtfully consider rising inflation of materials.
and supplies, supporting individuals engaged in their project with a livable wage (themselves included), and to adhere to all Funding Limitations, Additional Requirements, and Funding Priorities outlined above.

**ADDITIONAL SUPPORT**

**FREQUENTLY ASKED QUESTIONS**
All questions or concerns regarding this grant program should be submitted in writing. Once submitted, please allow 2 business days for a response. Additionally, all questions and answers will be released for any applicant to see, unless such release includes sensitive personal information. All applicants are encouraged to view our Frequently Asked Questions before submission, found on this page.

**OFFICE HOURS**
From February 22, 2022 to March 23, 2022, six (6) days before the deadline, applicants are encouraged to schedule one (1) thirty (30) minute appointment. The purpose of this meeting is to ask questions which are not answered in the Program Guidelines or Frequently Asked Questions. We are happy to help you with any additional technical or adaptive questions or concerns you may have, as well as answer specific questions you might have regarding your materials or application. We are administrators of the Program and, as such, we have to maintain a level of fairness to all applicants.

To schedule your 30 minute appointment with either grant administrator, please click here.

**CONTACT US**
If you have any questions, please refer to our Frequently Asked Questions first. If your question is not answered please contact Salt Lake Arts Council Grants Program Coordinator, Susan Campbell at Susan.Campbell@saltlakearts.org OR Salt Lake Arts Council Assistant Director, Taylor Knuth at Taylor.Knuth@SLCgov.com.

**REQUIRED GUIDELINES**
National Endowment for the Arts Terms and Conditions
National Historic Preservation Act
National Environmental Policy Act
Section 504 of the Rehabilitation Act of 1973, as amended,
The Americans with Disabilities Act of 1990 (ADA)

**SUPPORTIVE LINKS**
Registration for Grant Orientation
2022-2023 Tier 1 Artists Career Empowerment Scoring Rubric
2022-2023 Tier 1 Artists Career Empowerment Budget Template
To Schedule Office Hours
2022-2023 Tier 1 Artists Career Empowerment Frequently Asked Questions
Online Application Portal
Unique Entity Identifier
Buy America Act
MIT’s Living Wage Calculator
Salt Lake City District Map