



Minot Area
Council of the Arts

**MACA American Rescue Plan (ARP) Fund
INDIVIDUAL ARTIST APPLICATION**

APPLICANT INFORMATION

To review the Application Guidelines, click **HERE**

First Name:

Last Name:

Physical Address:

Preferred Mailing Address (if different from above):

City:

Zip Code:

County:

Phone:

E-mail:

Please provide a link to your professional website, Facebook page, or other proof of artistic practice:

Did you receive ARP Funding from the North Dakota Council on the Arts?

Individuals who received ARP funding from the North Dakota Council on the Arts (NDCA) are eligible to apply for MACA ARP grant funding; however, priority will be given to Individuals who did not receive NDCA ARP grant funding.

Yes

No

What amount of funding are you requesting for your Project?

Individuals can request \$1,000 - \$5,000. Round to the nearest \$50.



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PROJECT PROPOSAL

MACA ARP Funds are to be used by individual artists for proposed Projects that have been or will be conducted and completed within the grant period of May 1, 2022 - December 31, 2022.

These Projects include: providing artistic presentations, hosting workshops, or the creation of artwork with tangible outcomes (a specified community impact or raising awareness of the arts).

**** Support for a one-time award to honor or recognize an individual's achievement is not allowed. ****

**** "Artist relief" including rent or food subsidies to alleviate financial hardship is not allowed. ****

**** Business expenses of individual artists are not permissible under this award. ****

- **Describe your presentation, workshop, or artistic creation; the goal(s) of your proposed project; and how this demonstrates artistic merit.**
- **Provide a list of who you will be working with (organizations, partners, communities, audience, etc.).**
- **Describe how you plan to accomplish your goal(s) for the project or activity within the grant period.**
- **Provide a projected timeline for the progress of the proposed project within the grant period.**
- **Describe the expected outcomes of your proposed project.**

Limit: 8,000 Characters/1,500 Words - If you save the PDF correctly, this box will scroll. If your narrative is cut off, please include your response in the body of your application email, or, attach it as a separate document.



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ESTIMATED BUDGET

MACA ARP Funds are not meant to be used as relief funds, but rather as a means to assist Individual artists as they establish and re-engage in producing arts and cultural programs and activities.

- Your total Project Proposal budget should equal the amount of funding you requested above.
- **No match is required.**
- Your budget should reflect expenses incurred **ONLY** between **May 1, 2022 - December 31, 2022.**
- Individual artists that receive funding may be allocated 60% of their total grant award upon submission of their signed Award Letter. The remaining 40% of budgeted expenses will be reimbursed upon submission of appropriate documentation, the Final Report, and within the timeline provided in the MACA ARP Fund Guidelines.

NOTE: Full funding of the allocated grant amount is contingent on the documentation provided by the Individual. If adequate expenses and documentation cannot be provided, any MACA ARP funds unaccounted for must be returned to MACA. Taxes are not reimbursable.

- Accepted expenses include costs solely associated with your proposed project(s) including: Artist's fees, Travel costs (mileage and lodging), Supplies necessary for providing workshops, Marketing and promotional fees, etc.
- Expenses that will **NOT** be reimbursed include: Costs associated with personal financial hardship; Operational business expenses including rent, utilities, etc.; Food or drink; etc.
- Review the Application Guidelines for a list of accepted expenses and documentation.

Artist's Fees

Amount

Total Artist's Fees:

Travel and Lodging

Mileage must be calculated at the North Dakota state rate of \$.56 cents per mile.

Amount

Total Travel/Lodging Costs:

BUDGET CONTINUED



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Materials and Supplies

Amount

Total Materials/Supplies Costs:

Marketing and Promotion

Amount

Total Marketing/Promotion Costs:

Other Expenses

Amount

Total Additional Expenses Costs:

Add the totals of each budget category.

TOTAL PROJECT PROPOSAL BUDGET AMOUNT:



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FINAL REPORT

Your Final Report is due January 31, 2023. The Final Report will collect information about the results of your proposed project(s). Please maintain records of fund usage and any other relevant information that will help demonstrate the outcome of your proposed project(s).

Details about completing your Final Report will be sent with the Grant Award Letter.

Payments will occur via physical check and may take 3 - 6 weeks to process.

Checks will be mailed to the address you provided in this application.

Eligible Projects may receive 60% of the total allocated grant amount as an initial payment, with the remaining 40% distributed after the Final Report and supporting documentation has been approved.

NOTE: Full funding of the allocated grant amount is contingent on the documentation provided by the Individual. If adequate expenses and documentation cannot be provided, any MACA ARP funds unaccounted for must be returned to MACA.

ASSURANCES

1. I hereby state that all elements of this application are true.
2. I understand that this application is subject to approval through a panel process and available funding.
3. My expenses do NOT overlap with any funds provided by an agency other than MACA.

Electronic Signature

Date

To Submit Your Application:

1. Ensure you have completed all portions of this fillable PDF application.
2. Save the completed application: "File" → "Save As" → Save to your desktop.
3. Attach the completed .pdf in an email to **grants@minotarts.org**.
Applications CANNOT be faxed. If necessary, mail a physical copy of your application to:

MACA
ATTN: MACA ARP GRANT
3 MAIN STREET SOUTH, SUITE 2
MINOT, ND 58701

Mail must be postmarked by the application deadline.

If you have any questions, please send an email to grants@minotarts.org.