

BRATTLEBORO/TOWN ARTS FUND

A program of the Arts Council of Windham County - More info at: www.artswindhamcounty.org/taf

2024 APPLICATION GUIDELINES

Mission: The Brattleboro Town Arts Fund (TAF) enables the development and presentation of creative projects that contribute positively to the greater community and to the vibrancy and diversity of Brattleboro's arts and cultural landscape. TAF endeavors to support community-focused creative projects that:

- Explore creative solutions to social and quality-of-life issues in the community;
- Involve engagement, community building, participatory, or collaborative elements;
- Expands accessibility and visibility for underrepresented artists and audiences;
- Highlight or enhance Brattleboro's unique qualities and assets; and
- Would not otherwise happen without this funding

The application is open to individuals, organizations, artists, and culture workers at **any phase of career or level of experience**. First-time grant seekers are welcome and encouraged to apply.

TAF projects may employ **any art form or creative practice**—visual/conceptual art, photography, social practice, new media, video, dance, theater/performance art, music, creative writing, or other forms. Projects must be based in Brattleboro or focus primarily on a Brattleboro audience. Funded activities must be completed by the end of May 2025.

Types of projects may include but are not limited to:

- Public events
- Public/place-based art
- Educational programs
- Exhibitions
- Publications
- Film screenings
- Readings
- The ongoing work of an existing arts venue or collective
- The founding of a new arts venue or collective.

Grants between **\$1,000 and \$3,000** will be awarded to projects that meet the grant criteria below.

TAF is committed to promoting diversity and equity in its selection process by supporting a wide array of creative projects and prioritizing support for underrepresented and marginalized artists, organizations, and individuals.

Applications are due by **May 15, 2024 at 11:59pm**. You can submit your application through our online form - see details on page 4 below.

Questions? Contact us at townartsfundbratt@gmail.com.

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Grant Amounts

- Applicants may request between \$1,000 and \$3,000 for projects that meet the applicant eligibility and grant criteria
- A total of up to \$20,000 will be awarded in this year's grant cycle
- Funds may be used to compensate artists or others for time, materials, technology, etc.

Applicant Eligibility

- You consider yourself an artist, creative producer, storyteller, crafter, healer, musician, or other creative person or culture bearer
- You or one of your team members lives or is based in Windham County
- Eligible applicants may only submit one application per year

Project Requirements

- Projects must be based in Brattleboro or focus primarily on a Brattleboro audience (e.g. people living, working, and with social and professional ties in Brattleboro)
- Funded activities must be completed by the end of May 2025
- All activities must be free to participate. Sliding scale and "by donation" admissions/pricing are allowed as long as a free option is offered

What will be funded:

- Funded activities may include but are not limited to: exhibitions, publications, public events, public/place based art, film screenings, the ongoing work of an existing arts venue or collective, or the founding of a new arts venue or collective
- Funded expenses may include artists fees or stipends, materials and supplies, investment in marketing or advertising
- Funding for equipment may be requested if its acquisition is required to initiate a new program, or would greatly enhance an existing program

What will not be funded:

- Commercial businesses, nonprofit, and for-profit ventures without a strong community benefit
- Programs promoting a particular religion
- Projects that have already taken place and are looking for reimbursements

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Selection Criteria

Applicants will be evaluated based on the strength and clarity of their project idea, responsiveness to the mission of the Fund, and ability to successfully complete the project within the grant period (July 2024-May 2025).

- **Focus on Community / Quality-of-Life Issues** The project addresses community challenges or social/quality of life issues; speaks to qualities, conditions, and assets that are unique to Brattleboro; and is designed to effect positive change in the community.
- **Collaboration / Participation / Inclusion** The project encourages collaboration and community building between and among local artists, community members and/or organizations; encourages public participation in the development or execution of the project; and is accessible to and inclusive of diverse audiences.
- **Innovation / Capacity Building / Equity** The project enables innovative creative work and contributes to the diversity of Brattleboro's arts and cultural landscape; elevates the voices of unknown or less-visible artists and cultural organizers in the community; and likely would not be possible without this funding.
- **Clarity of Proposal / Ability to Execute** The project is clearly articulated and achievable on the grant timeline and within the proposed budget. The project team possesses the skills and capacity to successfully execute the proposed project.

TAF is committed to promoting diversity and equity in its selection process by supporting a wide array of creative projects and prioritizing support for underrepresented and marginalized artists, organizations, and individuals. Priority will be given to applicants who identify as Black, Indigenous, and/or People of Color, individuals from the disability community, and LGBTQIA+ individuals.

Timeline

We will begin reviewing applications after May 15 with the goal of notifying applicants of grant decisions by June 15. Funds will be disbursed to awardees in July. Funded activities must be completed by the end of May 2025. Grantees will be required to submit a brief written project summary within a month of completion of the project.

The Brattleboro Town Arts Fund is a program of the Arts Council of Windham County and made possible by support from the Town of Brattleboro.

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HOW TO APPLY

You can submit your application responses through our online form here:

<https://forms.gle/d1njZdesNq7TaWmPA>

Please be aware that the form may not save your work! We recommend that you write your answers in another document and paste them in the form.

APPLICATION QUESTIONS

PART 1: Applicant Information

1. Full Name:
2. Preferred Pronouns:
3. I am applying as a(n):
 - *Individual (or as part of a project team)*
 - *Organization or Business*
4. Organization/Business Name (if applicable):
5. Please check the appropriate box if you identify as (check all that apply):
 - *Black, Indigenous, and/or Person of Color*
 - *Individual from the disability community*
 - *LGBTQIA+*
6. Mailing Address:
7. State:
8. ZIP Code:
9. Phone Number:
10. Email Address:
11. If you are working with other individuals and/or organizations, please provide their names and emails:
12. If you have a website and/or social media account(s) that we can tag/promote, please list here:

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PART 2: Project Narrative

1. **Project name:** Something catchy! (50 character limit)
2. **Promotional description:** Please provide a few concise sentences about your project and your intended audience to help us promote your project. (500 character limit)
3. **Project description:** Tell us about your project. What will happen and who is involved (e.g. your team, collaborators, intended audience, etc.)? (3,000 character limit)
4. **Impact:** Explain how your project addresses the mission of the fund- and in particular the criteria listed below? (3,000 character limit):
 - **Focus on Community / Quality-of-Life Issues** The project addresses community challenges or social/quality of life issues; speaks to qualities, conditions, and assets that are unique to Brattleboro; and is designed to effect positive community change.
 - **Collaboration / Participation / Inclusion** The project encourages collaboration and community building between and among local artists, community members and/or organizations; encourages public participation in the development or execution of the project; and is accessible to and inclusive of diverse audiences.
 - **Innovation / Capacity Building / Equity** The project enables innovative creative work and contributes to the diversity of Brattleboro's arts and cultural landscape; elevates the voices of unknown or less-visible artists and cultural organizers in the community; and likely would not be possible without this funding.
5. **Implementation:** Describe your project timeline, and how you plan to complete your project within the project period (July 2024-May 2025). (1,000 character limit)

PART 3: Budget

1. **Budget worksheet (upload):** Please provide a project budget, using the template provided ([click here](#) to download). Edit the line items in the template as relevant to your project and include other funding sources as applicable (e.g. other grants, crowdfunding, sponsorship, etc.). Please indicate whether funds are secured or pending. Share additional notes as needed. Note: applicants are not required to have outside funding sources.
2. **Funding request:** Please enter the amount of your grant request (\$1,000-\$3,000).

Supporting Materials (OPTIONAL)

You are welcome (but not required) to attach supporting materials to clarify your project proposal. This may include:

- Relevant work samples (images, video, audio, etc) - up to 5 files
- Letter/s of support
- Additional budget information

END OF APPLICATION