

Creative Impact Fund

Information Session

Presented by Deidre McPherson & Meg Matko

APRIL 2024 | B-Side at the Grog Shop



ASSEMBLYCLE.ORG | @ASSEMBLYCLE



assembly.
FOR THE ARTS

Thank you, Grog Shop!

Creative Impact Fund



Agenda

- About Assembly
- About the Creative Impact Fund
 - Eligibility
 - How to Apply
 - Selection Criteria
 - Review Process
- Questions



Assembly for the Arts is a 501(c)3 nonprofit organization that serves the entire creative sector by focusing on advocacy, cultural policy, racial equity initiatives, research, marketing that elevates the region, and services for **nonprofits**, **artists**, and **creative businesses**.

Assembly is governed by a volunteer board with a strong commitment to diversity and inclusion.

Artist Funding Programs

Background

- Investments in arts and culture help make Cleveland better.
 - Contributes to our quality of life (example: Eclipse Watch Parties)
 - Economic impact on our region
- Examples of recent investment in artists include:
 - **Transformative Arts Fund** | \$3M investment in artist-led projects (City of Cleveland)
 - **Support for Artist Programs** | \$500K in grant programs (Cuyahoga Arts & Culture)

Artist Funding Programs

Funded by Cuyahoga Arts & Culture

- **Support for Artist Programs** | \$500K in grant programs (Cuyahoga Arts & Culture)
 - **Assembly for the Arts**: Creative Impact Fund and Rapid Action Grant
 - **Cleveland Public Theatre**: Individual Artist Fund and Premiere Fellowship
 - **Julia de Burgos Cultural Arts Institute**: Unidos por el Arte
 - **Karamu House**: Room in the House Fellowship
 - **SPACES**: Urgent Art Fund

Made possible by Cuyahoga County Residents through a grant from Cuyahoga Arts & Culture.



FIND ADDITIONAL ARTIST FUNDING OPPORTUNITIES

www.assemblycycle.org/artistfunding/



cuyahoga
arts & culture
strengthening community

Made possible by Cuyahoga County Residents through a grant from Cuyahoga Arts & Culture.

Creative Impact Fund

Background

- Support for Artists Study to hear directly from artist what they need and want in funding programs
- Conducted a survey and hosted a series of discussions with artists
- **Key learnings:**
 - Larger grant amounts
 - Artists are “solopreneurs” who need the freedom to invest grant dollars however is needed to advance their creative practice

Creative Impact Fund

About

An unrestricted grant designed to support the growth of an artist's creative practice and advance their impact on our region.

Applications open April 5 to May 31



Creative Impact Fund

Awarded artists receive:

- 17 artists will be awarded \$10,000 in unrestricted funds
- Business and professional development support (finance, marketing, other)
- Featured profile on Assembly's website
- Dedicated support and advice from Assembly staff
- Networking opportunities + connections
- Assembly membership

Creative Impact Fund



Eligibility

- Open to ALL artists and creatives defined as independent professionals who derive income from creating, performing, teaching, or supporting the development of creative work.
- **This includes:**
 - Craft, Dance, Design, Film, Interdisciplinary Art, Media, Music, Theater, Performance, Traditional/Folk Art, Visual Art, Writing/Literary Art
- Creating work from at least the last three years
- This program is for individual artists, NOT non-profit organizations or creative businesses.

Creative Impact Fund



Eligibility

- Cuyahoga County residents
- Ages 18 or older
- **NOT** a board, staff, or immediate family member of Cuyahoga Arts & Culture, Assembly for the Arts, Cleveland Public Theatre, Julia de Burgos Cultural Arts Center, or SPACES
- **NOT** an awardee of the Creative Impact Fund in 2023
- **NOT** a jury member of an Assembly grant program

Creative Impact Fund



Eligibility

- Artists can only be awarded one unrestricted grant in the same year.
- Artists can be awarded more than one project grant, IF the grants are for different projects.

Project Grants

- Unidos por el Arte (Julia de Burgos Cultural Arts Center)
- Urgent Art Fund (SPACES)
- Premiere Fellowship (Cleveland Public Theatre)

Unrestricted Grants

- Individual Artist Fund (Cleveland Public Theatre)

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Timeline & Important Dates

- Application Deadline: Friday, May 31 at 11:59 pm
- Jury reviews and scores applications: June
- Applicants notified of Jury's decision: July – August
- Awardee announcement: August

**These are approximate timeframes and subject to change.*

Creative Impact Fund

How to Apply



Start your application on the Assembly website at www.assemblycle.org/cifprogram2024/



Applications Now Open

Submission Deadline:
Friday, May 31, 2024 at
11:59 pm.

[GUIDELINES](#)

[APPLY HERE](#)

Application Toolbox

[PROJECTED EXPENSE FORM](#)

[REGISTER FOR AN UPCOMING
INFO SESSION](#)

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How to Apply: Accessibility Needs



If you have a disability & require assistance, please contact Assembly at grants@assemblycle.org

- Paper applications available (*for access reasons only*)
- Translation services are available upon request
 - Translate Assembly's website by clicking the "English" button at the bottom of any screen for a list of language options



Submittable

- Getting your account set up
- Safe listing notifications
- Save your login



Sign Up

Sign In

Welcome!

Create your free Submittable account to get started.

Email

Confirm email

Password

Confirm password

First name

Last name

Sign Up

By signing up you agree to our [Terms of Service](#) and [Privacy Policy](#).

Prepare!

- Review the **Guidelines**
- Review the app + questions
- Collect your work files
- Start your draft in a separate document



Creative Impact Fund

Application



The Components

- Artist contact info
- Residential address
- Digital media
- Narrative Qs
- Work samples
- Projected expenses
- Demographics

Center Your Creative Practice

- Digital presence
- Thoughtful narrative responses
- High quality work samples

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Application – Contact Info

- Artist first + last name
- Phone
- Email

2024 Creative Impact Fund Application

Technical Questions?

Check out the [Submitter Resource Center](#) or contact [Submittable Customer Support](#).

Other Questions?

View the full [Creative Impact Fund Guidelines](#) or contact Assembly for the Arts at grants@assemblycle.org.

Artist Contact Information

Name *

First Name

Last Name

Phone Number *



Email *

email@example.com

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Application – Residential Address



**ARTISTS MUST BE
CUYAHOGA COUNTY
RESIDENTS.**

- Where you live more than 6 mos of the year.
- **NOT your studio address** unless it's your primary place of residence.
- ***Additional verification** required later

Residential Address

The CIF is open to individual artists that reside in Cuyahoga County. Artists must be able to provide a verifiable residential address (the location where you live more than 6 months out of the year).

Artists may not use their studio address unless it is their primary place of residence.

Enter your address *

Country

Address

Address Line 2 (optional)

City

State, Province, or Region

Zip or Postal Code

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Application – Digital Media

Include at least one form of your creative work online.

- Website
- Social Media
- Current articles, spotlights or profiles
- features via other venues

Digital Media

Artists are required to provide **at least one form** of their creative work online. Please include a link to your artist website and/or artist social media account(s). If you do not have an artist website, please answer N/A., but you must include links to other digital media in the following question.

Website *

Please answer N/A if you do not have a website and provide social media links in the next question.

Social Media or Digital Media *

Add up to 5 links to your creative social media accounts, including but not limited to Instagram, Facebook, YouTube, etc. Separate with commas. If you do not have social media accounts, you may include links to other online media related to your artistic work (articles, blogs, other venues showcasing your work, etc.)

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Application – Artistic Disciplines

Select no more than two (2)

Craft, Dance, Design, Film, Interdisciplinary, Media, Music, Theatre + Performance, Traditional / Folk Arts, Visual Art, Writing, Literary

Review the [Guidelines](#)

Artistic Disciplines

Select up to two disciplines that best represent your creative practice. We encourage focusing in on your strongest work area(s).

Please select up to two (2) artistic discipline(s) *

- Craft (ceramics, fiber, glass, jewelry, metals, textiles)
- Dance & Choreography (creating and/or performing movement-based works)
- Design (fashion, graphic, industrial, object, all forms of architecture)
- Film (filmmakers, cinematography, directing, screenwriting, animation)
- Interdisciplinary (work creating intentional connections between multiple creative disciplines)
- Media (work at the intersection of technology, content creation, aesthetics, storytelling, and digital cultures)
- Music (composing, songwriting, performing, DJing, producing)
- Theatre & Performance (directing, playwriting, puppetry, set design, lighting/installation, and performance art)
- Traditional / Folk Arts (work related to the continuity and evolution of a tradition and/or cultural heritage such as cultural dance, cultural music, oral expression and traditional crafts)
- Visual Art (painting, sculpture, photography, installation, performance art, sound art, video, printmaking, illustration, drawing)
- Writing / Literary Arts (fiction, nonfiction, poetry, spoken word, literature for children, criticism, graphic novels, journalism, arts writing)

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Application – Artist Statement



(500 words)

- Your **artistic philosophy** and identity
- **Not a bio**
- **Medium(s)** you work in
- **Themes** + messages in your work
- Relevant **awards, performances, exhibitions, etc.**

Artist Statement

Please provide a clear statement that describes your overall creative philosophy and vision as an artist. Your artist statement may include:

- Your preferred mediums and forms of expression
- Your artistic identity and how you approach your art-making
- What messages you intend to convey through your work
- Social, global, personal or political themes you regularly address in your work
- Relevant awards, performances, exhibitions, projects and/or education

For additional support writing your artist statement, you may refer to Assembly's [Artist Toolbox Basics](#).

Please write your artist statement in the box below. *

Limit: 500 words

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Application – Creative Impact



(500 words)

How does your work make a creative impact?

Describe how your work as an artist influences the world around you – socially, universally, physically, politically.

Creative Impact

Your work as an artist affects and changes the environment around you, the people who experience it and others who collaborate with you in creating.

Please describe how you as an artist use your work to influence the environment around you - socially, universally, physically, politically or in other ways - and how your work makes a creative impact in the world. This may be direct or indirect, subtle or large-scale, but consider how your art changes perceptions, challenges the status quo or seeks to improve our human experience.

Please write your statement of creative impact in the box below. *

Limit: 500 words

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Application – Artistic Intent



(500 words)

- How do you intend to use these grant funds?
- How would CIF funds enhance or change your creative practice?
- What will the funds support?

Artistic Intent

The Creative Impact Fund is not a project-specific grant, however, we would like to better understand your plans as an artist if you are funded through this program.

Please describe your creative year ahead and your artistic goals should you receive a CIF grant.

You may consider:

- How CIF funds would enhance or change your creative practice.
- What aspects of your creative practice will be most supported with the grant.
- Ideas for how you may spend CIF funds (remember: CIF funds may be used to cover daily living expenses to help you sustain your creative practice).
- What the grant would enable you to do accomplish as an artist that otherwise may not be attainable.

Please write your statement of artistic intent in the box below. *

Limit: 500 words

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Work Samples



A streamlined and quality display of your creative work

- **Recent work, created in the last 3-5 years.**
- Quality over quantity
- **8 minimum & 15 max files:**
Images, audio, text
- Ensure samples are high-resolution, easy to read or listen to

Work Samples

Your work sample files should be a streamlined, quality display of your artistic work and will be used to evaluate your application. **Applicants are required to provide evidence of artistic work that has been created in the last 3-5 years.** Please remember jury members will review all you include in your application, so choose your best work and consider quality over quantity.

- Include between 8 (minimum) and 15 (maximum) work samples.
- No more than **15 files** total across all file types/media.
- Older work samples are acceptable but must be accompanied by evidence of more recent work.
- Ensure that your work samples are high-resolution, easy to view, read or listen to.
- Sketches and mock-ups for future projects may be included.

For full information on work samples, including allowable file types, and maximum file sizes, please see the [CIF Guidelines](#).

Upload Your Work Samples *

Choose File

Select up to 15 files to attach. No files have been attached yet. You may add 15 more files.

Acceptable file types: .doc, .docx, .pdf, .jpg, .jpeg, .png, .m4a, .mp3, .wav, .wma, .m4v, .mov, .mp4, .mpg, .wmv

Description of Work Samples *

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .xls, .xlsx

Please upload a document with the title, medium, year and brief description of all the work samples you just uploaded. This can be in a Word doc, PDF or photo. It may be helpful to number your descriptions so reviewers know which work sample corresponds with its description.

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Work Samples

Additional Specs:

- Include a **Description Sheet**
- **Match your file uploads to your descriptions**

Maximums + Minimums

- Image + Doc files 4 MB max / file
- Video + Audio files 150mb max /file
- Upload up to 5 media files (vid / audio) max of 2 min / file
- Limit PDFs to 4 pages each

Creative Impact Fund

Application – Projected Expenses



Not a formal budget

Provide a list of projected expenses your CIF grant will support

This will provide more info on your intent for the funds.

Download the template on the CIF page / Artist Tool Box.

Projected Expenses

Please provide a list of projected expenses that your CIF grant will support. You are not required to submit a detailed budget, but this should provide more information on your intent for these grant funds.

Please see the [CIF Guidelines](#) for eligible and ineligible uses of grant funds and download the [Projected Expense Form](#) template to complete and upload in the next section.

If you are using the expense template, be sure to save your work in the document before you upload.

Upload your projected expense sheet *

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .pdf, .txt, .xls, .xlsx

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Use of Funds

\$10K in unrestricted / flexible funds to support your artistic mission and creative vision however you see fit.

Please review the Guidelines closely.



assembly. 2024 Creative Impact Fund Guidelines

Eligible Expenses (not limited to):

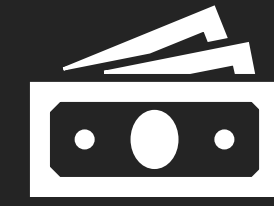
- Studio costs (upkeep, maintenance, rent, utilities)
- Travel expenses related to your artistic endeavors, as approved in the artist CIF agreement; grantees with questions regarding eligible expenses should contact Assembly.
- Creative and artistic needs including:
 - Supplies and materials
 - Technology
 - Contract services
 - Personal artist fees
 - Marketing and communications
 - Research and development
 - Space or venue rental
- Other operating expenses related to your artistic endeavors, as approved in the artist CIF agreement; grantees with questions regarding eligible expenses should contact Assembly.

Ineligible Expenses

- Illegal activity
- Political campaign endorsement
- Gambling activity
- Alcohol
- Travel outside of the U.S.
- Debt repayment
- Fundraising expenses
- Contributions or donations to external causes or organizations

Creative Impact Fund

Finances + Reporting



IMPORTANT: CIF grant funds ARE TAXABLE income.

Artists are responsible for:

- Submitting a W-9 to Assembly (you'll receive a 1099 at tax time)
- Signing a grant agreement
- Managing taxes for their grant
- Keeping track of their expenses
- **Submitting a final report to Assembly at the end of their grant year**
 - *(this includes an expense report, so be sure to save your receipts)*
 - You'll receive 90% of your grant up front. The last 10% will be disbursed when you submit your final report.

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Selection Criteria



1. **Actively creating** for at least the last three years.
2. **Innovation** in your creative practice including: originating new work, experimenting with new ideas, taking risks and pushing boundaries in your field.
3. **Completeness and quality** of your application.
4. Creatively **impacts your neighborhood or community**, or looks at new ways to address social, personal, political, community and/or global themes.
5. **Thoughtful and well-executed work** (it's clear that you spend significant time thinking about and creating your work).
6. Inventive and thought-provoking **engagement** with viewers, audiences, and participants.

Creative Impact Fund

Review Process



3 to 5-person jury:

- Artists, arts administrators, and community leaders
- Several members of the jury from outside of Greater Cleveland

Reviewed by the jury after the May 31, 2024 deadline.

- closed format
- based on the application selection criteria
- email communication approximately 6 weeks after the application deadline
- Jury comments and feedback will be available upon request.

Support

grants@assemblycle.org

<https://assemblycle.org/cifprogram2024/>

FAQs coming soon!

Thank you!

Questions?