



METROPOLITAN ARTS COUNCIL
// FY 2024



THE ALAINA FISHER ENDOWMENT

FOR EMERGING VISUAL ARTISTS

In memory of Alaina Fisher 08/01/1997 - 10/24/2022

An immensely talented and loving artist from Greenville, Margaret Marie Alaina Fisher passed on October 24, 2022. Alaina was an alumna of the Ringling College of Art and Design in Sarasota, Florida. At the time of her death, she was a student at the Florence Academy of Art in Italy where she was enhancing her skills as a sculptor. Alaina showed remarkable promise as an artist, and her long-term goals were to teach art at the college level and to have her own studio. An avid animal lover, she left us far too early, and this Endowment for Emerging Visual Artists is named in her memory. The purpose of this Endowment is to award an annual grant to provide financial resources for an emerging visual artist to participate in an artist-in-residence program or to further their professional development in a specific area of concentration, regardless of location.

This Endowment was established in 2023 by a generous donation from Ms. Jill Cox and Mr. Barry Cox of Warehouse Services, Inc. Additional funding has been provided by MAC.



METROPOLITAN ARTS COUNCIL

16 Augusta Street, Greenville, SC 29601
| 864-467-3132 mac@greenvilleARTS.com
| www.greenvilleARTS.com

THE ALAINA FISHER GRANT
for Emerging Visual Artists – FY24

Please read the following documents carefully. Retain the GUIDELINES section (4 pages) for your records and submit 10 copies of the Certification Form (2 pages) to MAC along with supporting application materials (*see Application Requirements, Checklist in the GUIDELINES, page 2)

MAC'S MISSION & THE GRANT PROGRAM PURPOSE

The Metropolitan Arts Council (MAC) is a 50 year-old arts service and development non-profit agency that provides financial support and technical assistance to artists, arts and community organizations and arts educators in Greenville County. The arts are an essential part of life in Greenville. MAC serves as a catalyst for participation, education, development, and promotion of excellence in the arts in the community. Its mission is served further through the Quarterly Grant Program when funded projects expand availability and accessibility of the arts within our community; involve young people in the arts; provide arts experiences to new or underserved audiences; use the arts in an innovative way to enhance community life; and show collaboration among two or more organizations and/or individuals. MAC believes that supporting and helping to create a strong, fluent and flourishing arts environment benefits the community as much as it does the artists, and produces a rich array of cultural offerings for residents as well as for tourists.

MAC's Quarterly Grants Program is made possible from support provided by public and private entities including MAC's *Campaign for the Arts*, the City of Greenville, BMW Manufacturing Company, SEW Eurodrive and the South Carolina Arts Commission.

FUNDING PRIORITIES

The funding priority of the Alaina Fisher Grant for Emerging Visual Artists is to provide financial resources for an emerging visual artist to participate in an artist-in-residence program or to further their professional development in a specific area of concentration, regardless of location.

ELIGIBILITY CRITERIA

Applicants must satisfy **ALL** eligibility requirements as follows:

- **Be a practicing visual artist at least 21 - 35 years old at the time of February 15.**
- **An applicant must have an undergraduate degree in visual arts or be a full-time working artist. An applicant cannot be a matriculating student throughout the grant cycle.**
- **Be a permanent resident of Greenville County for a minimum of 6 months prior to the application deadline and during the grant period. (Must be able to provide proof of residency if requested.)**
- **Have the ability to provide a minimum of \$1,500 for associated expenses.**

FUNDING RANGE, MATCH and RESTRICTIONS

Up to \$4,000.00 with a \$1,500.00 match required match per award

Applicants who have outstanding MAC project support activities or reports are ineligible to apply for this grant. An applicant is only eligible to receive one Alaina Fisher Grant. If an applicant is awarded an Alaina Fisher grant, they are not eligible to reapply.

2024 DEADLINES

Applications must be postmarked or delivered to the MAC office by 5:00 P.M. on February 15. Should the 15th fall on a Saturday or Sunday, the application date will be due on Monday.

No late, faxed or emailed applications will be accepted.

APPLICATION REQUIREMENTS

A COMPLETE application includes the following:

Ten (10) COPIES of the Certification Form, 2-page narrative, budget, pertinent support documents, and supplemental materials (book, USB Drive, Artist CV, etc.) *These will be distributed to the grants panelists.*

Each copy should be collated and stapled – no presentation folders are needed. If multiple copies of any of the supplemental materials are unavailable or not easily duplicated, MAC will accept 1 original for the applicant's file and notify panelists of the material's availability.

In final award determination, points are deducted for incomplete applications, which can affect funding level.

Application Checklist:

- ☐ **CERTIFICATION FORM**
- ☐ 2-page project **NARRATIVE** (as outlined in *Narrative* section, next page)
- ☐ A detailed project **BUDGET** (as described in *Budget Guidelines*, below)
- ☐ **SUPPORT MATERIALS:**
 - Résumé or short, descriptive bio for artist or reprinted portfolio, if pertinent to project.
 - Representative material to demonstrate past and planned artistry and feasibility such as programs, posters, artwork portfolio, media, articles, testimonials, and website pages.
 - One letter of recommendation

BUDGET GUIDELINES

A well-detailed and balanced budget is a requirement and important part of the application. The project expenses must be greater than the applicant's available funding.

Project EXPENSES (*itemize + total*)

subtract **FUNDS provided by applicant** (*itemize + total*)

equals **MAC grant requested** (*not to exceed more than 50% of the total expenses*)

ALAINA FISHER ARTIST PROJECT GRANT LIMIT: \$4,000

The grant requires a \$1,500 match. The grant request cannot exceed \$4,000.

PROJECT EXPENSES

Includes all costs related to the project: travel, supplies, lodging, etc. Be sure to include anything necessary to ensure a successful and completed project. If grant funding is awarded, a FINAL REPORT will be required at the conclusion of the project. Expenditures must be confirmed with receipts, invoices, or check copies/stubs. Do not submit bank statements. Keep records as the project proceeds.

FUNDS PROVIDED BY APPLICANT

Includes all funding allotted to the project such as other grants/sponsorships, organization monies, fund-raising donations, personal funds, etc. MAC does not reimburse grantees for in-kind expenses. Please do not include in-kind items in your project budget as either income or expenses.

ASSESSMENT AND SCORING CRITERIA

Individual panelists review and rate grant applications on the basis of specific criteria listed below and then discuss as a group before determining panel recommendations for the MAC board approval. Consider these criteria when preparing your narrative, as well as the *Narrative* questions that follow. Because the panelists who review your project proposal may have no knowledge of you, your art or program, be specific and detailed in your narrative.

ARTISTRY AND FEASIBILITY REVIEW CRITERION (60 points)

Indicators:

- The applicant demonstrates the ability to maintain high professional standards;
- Evidence in the narrative and budget that the project design is feasible and well-planned and considers the *Funding Priorities* of the MAC Project Support Grants;
- Described goal is well thought-out and attainable;
- Level of innovative and creative programming;
- Artist's résumé or bio emphasizing ability to fulfill project goals; samples of artist's work;
- Representative material to demonstrate past and planned artistry and feasibility such as programs, posters, artwork, media, articles, testimonials, and website pages, recommendation letter
- Demonstrated need for the project to further the applicant's career
- Furthering an understanding of and generating interest in the artist's particular art form or discipline

PROJECT MANAGEMENT (35 points)

Indicators:

- Evidence of ability to direct and complete the project;
- Evidence that more than adequate financial resources are available to complete the project well;
- Well-planned marketing and publicity efforts; plans for evaluation of project's success or impact;
- Easily understood detailed and itemized budget.

COMPLIANCE WITH APPLICATION REQUIREMENTS (5%)

- Scored by MAC staff.

NARRATIVE

ARTISTRY AND FEASIBILITY (worth 60%)

Summarize the project activity and describe the goals of the project. Describe what will happen, where it will happen, and when. Provide information on why the project is important to you as an artist and how it will improve your artistic abilities.

PROJECT MANAGEMENT (worth 35%)

Describe your plan for administering the project. Explain how you will market and publicize the project. Describe marketing, media, and other promotional activities. Clearly identify other sources of financial support including in-kind goods and services to be provided throughout the project. If the project is artistic development and you are able to share any new creative knowledge with the public, how will you?

COMPLIANCE WITH APPLICATION REQUIREMENTS – to be reviewed by Arts Council staff (5%)

Incomplete applications will be deducted points. Submit the correct amount of copies and support material (see *Applications Requirement* section). Provide a detailed and balanced budget - see *Budget Guidelines*, previous page.

GRANT AWARD PROCESS & TIMELINE

Panel and Notification process

The grants panel, appointed by the board as recommended by staff, is chosen from a pool of citizens selected for their diverse representation of artistic and cultural interests. The panel members are responsible for recommending funding levels to MAC's board of directors, MAC staff's role is to be administrative and advisory – MAC staff do not score applications or vote on funding recommendations.

Grant application copies and assessment forms are delivered to members of the panel within 4 weeks of the application deadline. Members come together for the panel session, scheduled for a weekday afternoon. Applicants are invited to meet with the panel for 5-minute timed sessions to offer additional information and answer panelists' questions. After the applicant appearances, the panel goes into closed session to deliberate, discuss and provide final scores for each application. These scores are averaged and the applications are ranked in order of their scores. The final applicant score rankings are then used to determine funding level recommendations. Award notification letters will be sent within two weeks after the panel convenes.

MAC reserves the right, in its sole and unreviewable discretion, to refuse any application in whole or in part for any reason or for no reason, and reserves the right to refuse to provide an explanation of its decision. No action or statement by MAC or any constituent of MAC shall be deemed to create any legal right on the part of the applicant to any funding from MAC.

FUND DISBURSEMENT

Disbursement of Funds

If awarded funding, a contract will be sent to the applicant. Upon receipt of the applicant's signed contract, MAC will disburse 50% of the award or higher, depending on the nature of the project. The remaining funds will be disbursed after the project has been completed and the final report has been received and approved by MAC staff.

Final Report

A final report must be completed and submitted to MAC once the project is completed. The final report should include a narrative outlining the project's accomplishments, an actual budget and documentation, and sample publicity that acknowledges MAC and its sources of funding. If the project will not be completed by this point, the grantee must notify MAC in writing and request an extension which should include the projected completion date. If a final report or such a request is not submitted, the grant will be canceled and the final payment will be forfeited. The grantee will also be responsible for returning the first payment in its entirety back to MAC.

HELP

Call MAC at 864-467-3132 for assistance. Applications are available on MAC's website: www.greenvilleARTS.com.



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The Alaina Fisher Grant for Emerging Visual Artists
CERTIFICATION FORM – FY24

Read GUIDELINES carefully to understand the full application process.

APPLICANT CONTACT INFORMATION			
ARTIST NAME			
ADDRESS (INCLUDE CITY, STATE, ZIP) <i>(must be a valid USPS address for all MAC project grant correspondence)</i>			
EMAIL <i>(Required for scheduling of Grants Panel - include alternative email addresses if necessary)</i>			
DAY PHONE	OTHER PHONE	WEBSITE	
ARTISTIC DISCIPLINE			
PREVIOUS MAC PROJECT GRANTS <i>(include dates and project titles or short description)</i>			
PROJECT INFORMATION			
PROJECT TITLE			
BRIEF PROJECT DESCRIPTION			
PROJECT DATES <i>(See Application Deadlines section next page)</i>			
Start Date:		End Date:	
TOTAL PROJECT BUDGET <i>(see page 2 of GUIDELINES section)</i>		GRANT REQUEST AMOUNT <i>(max request amount for artists = \$1500)</i>	
\$ _____		\$ _____	
PROJECT DISCIPLINE <i>(mark all that apply)</i>	<input type="checkbox"/> Visual Arts <input type="checkbox"/> Design Arts <input type="checkbox"/> Crafts	<input type="checkbox"/> Photography <input type="checkbox"/> Media Arts <input type="checkbox"/> Arts Education	

Certification Form, page 1 of 2

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Applications must be postmarked or delivered to the MAC office by 5:00 P.M. on February 15. Should the 15th fall on a Saturday or Sunday, the application date will be due on Monday.

No late, faxed or emailed applications will be accepted.

The submitted project proposal must take place or begin the within the year of the grant project application.

STATEMENT OF ASSURANCES

If this grant is answered in the affirmative, the applicant agrees that:

- The activities for which the grant is sought will be administered under the supervision of the applicant.
- The funds granted will be spent solely for the described projects and programs.
- No major budget changes will be made without consultation with the Metropolitan Arts Council.
- In conducting the said projects, the applicant will comply with Title IV of the Civil Rights Act of 1964 and Section 504 of Title V of the Rehabilitation Act of 1973 and any applicable South Carolina Law.
- All publicity and program information must contain the MAC logo and a statement of credit for funding as follows:

This program is funded in part by the Metropolitan Arts Council with funds received from the City of Greenville, BMW Manufacturing Company, SEW Eurodrive and the South Carolina Arts Commission.

- All social media posts pertaining to the project will contain the tag **@macartscouncil** and include **#macartsgrant**
- A final report will be completed and submitted to MAC once the project is completed. The final report will include a full financial accounting, a narrative outlining the project's accomplishments with photos and testimonials, and publicity samples that acknowledge MAC and its sources of funding.

** If the project is not completed by this point, the grantee will notify MAC in writing and request an extension which will include the projected completion date.*

By signing this I affirm that I have read through the GUIDELINES, agree to the above outlined STATEMENT OF ASSURANCES, and I am providing a complete application.

SIGNED: _____

DATE: _____

PRINT NAME: _____