

Start: Feb 15, 2023 **Deadline:** Mar 24, 2023 **Grace Period:** None

Application Fee (USD): \$0.00 ?

Applications: None

Share: <https://cityofdubuque.slideroom.com/#/permalink/prog>

The City of Dubuque is pleased to announce the Creative Empowerment subgrant program, a one-time limited funding opportunity made possible through the National Endowment for the Arts (NEA) via American Rescue Plan Act (ARPA) resources. The City of Dubuque is serving as a Local Arts Agency (LAA) to subgrant \$15,000 in federally awarded funds in response to economic and community impacts of the COVID-19 pandemic. The Creative Empowerment subgrant program aims to award funds to individual creatives residing within Dubuque city limits to aid in the production of tangible public-facing, arts-based projects that further their careers and deepen their community engagement. **FUNDING FOCUS & PRIORITIES** Applications are encouraged from Dubuque-based, practicing creatives working in artistic disciplines related to the visual arts, dance, music, theater, literature, or media/multimedia that meet all eligibility requirements. For the purposes of this opportunity, creatives are defined as artists, curators, arts administrators, producers, presenters, etc. Creative Empowerment funds are intended to support specific projects that strategically advance the applicant's career while deepening their community connections through meaningful public programs and activities that have measurable impact. Projects must take place within the city limits of Dubuque, and expenses and work outcome(s) must occur within the period of performance. There are additional requirements to receive this federal funding. Carefully review the **NOTICE OF FUNDING** (<https://www.cityofdubuque.org/DocumentCenter/View/53647/Creative-Empowerment-Notice-of-Funding>) and **TERMS & CONDITIONS** (<https://www.cityofdubuque.org/DocumentCenter/View/53646/Creative-Empowerment-Terms-and-Conditions>) before completing the application. **TIMELINES** Creative Empowerment funds can be applied for at two (2) different times to align with two (2) different but overlapping periods of performance. Applicants can submit an application each round but can only receive funding for one (1) project; if an applicant submits to Round 1 and is not funded, they may submit a revised or new proposal for Round 2. Awards will be distributed in a way to ensure funds are available for each round. **APPLICATION INSTRUCTIONS:** A free SlideRoom applicant account is required to apply. Applications must be submitted via SlideRoom no later than 11:59 PM on Friday, March 24, 2023, for Round 1 (June 1, 2023 - March 31, 2024) and no later than 11:59 PM on Friday, July 14, 2023, for Round 2 (October 1, 2023 - March 31, 2024). The applicant is solely responsible for the content and timely submission of this subgrant. Include only the materials requested in the online application. Late, incomplete or ineligible applications WILL NOT be accepted. Likewise,

changes or the addition of materials to an application after the submission deadline WILL NOT be accepted, unless requested by staff. ACCESSIBILITY, TECHNICAL ASSISTANCE, AND QUESTIONS: We are committed to making our programs and services accessible to everyone. Please contact Laura Merrick, the Communications and Grants Administration Assistant with the Office of Arts and Cultural Affairs, at 563.581.4666 or lmerrick@cityofdubuque.org to request accommodations, translation, interpretation, or other assistance, including technical support or questions to complete the application. Requests for accommodations made after the subgrant deadline cannot be honored.

Creative Empowerment Subgrant Program

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FUNDING FOCUS & PRIORITIES Applications are encouraged from Dubuque-based, practicing creatives working in artistic disciplines related to the visual arts, dance, music, theater, literature, or media/multimedia that meet all eligibility requirements. For the purposes of this opportunity, creatives are defined as artists, curators, arts administrators, producers, presenters, etc. Creative Empowerment funds are intended to support specific projects that strategically advance the applicant's career while deepening their community connections through meaningful public programs and activities that have measurable impact.

Projects must take place within the city limits of Dubuque, and expenses and work outcome(s) must occur within the period of performance.

There are additional requirements to receive this federal funding. Carefully review the NOTICE OF FUNDING (<https://www.cityofdubuque.org/DocumentCenter/View/53647/Creative-Empowerment-Notice-of-Funding>) and TERMS & CONDITIONS (<https://www.cityofdubuque.org/DocumentCenter/View/53646/Creative-Empowerment-Terms-and-Conditions>) before completing the application.

TIMELINES Creative Empowerment funds can be applied for at two (2) different times to align with two (2) different but overlapping of periods of performance. Applicants can submit an application each round but can only receive funding for one (1) project; if an applicant submits to Round 1 and is not funded, they may submit a revised or new proposal for Round 2. Awards will be distributed in a way to ensure funds are available for each round.

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Forms

Applicant Contact Info - Creative Empowerment

1. **First Name:**

2. **Last Name:**

3. **Group Name:**

If representing a group of creatives such as a band, artist collective, or similar, please identify the group you are representing.

4. **Mailing Street Address:**

Use format: street address, city, state zip.

5. **Physical Street Address:**

Enter the physical street address if different than the mailing address. Use format: street address, city, state zip.

6. **Phone:**

7. **Email:**

8. **Website:**

Please provide a link to a website, if applicable, that demonstrates your creative work.

9. **Facebook, Instagram, or other social media platform:**

Please provide a link to a Facebook page, or other electronic presence, if applicable, that demonstrates your creative work.

Eligibility Information - Creative Empowerment

1. **Are you an individual actively creating, making, or producing arts projects or arts events capable of providing examples of creative work made, curated, or otherwise administered?**

2. **Does your creative output fall within the eligible disciplines and has it been presented in public physical and/or virtual spaces?**

3. **Are you 18 years of age or older?**

4. **Are you a current, legal full-time Iowa resident with a permanent address within the city limits of Dubuque at the time of application and will remain so throughout the applied for period of performance?**

Residency will be confirmed by a W-9 for the vendor set-up process if the submitted proposal is funded.

5. **Are you able to present a project with tangible public-facing outcomes during the period of performance?**

Proposal Summary - Creative Empowerment

1. Proposal Title:

2. Creative Disciplines: (Select all that apply)

Select your primary creative discipline(s) using a broad definition of each.

3. Project Start Date:

Start date must occur within the eligible period of performance.

4. Project End Date:

End date must occur within the eligible period of performance.

5. Proposal Summary:

Briefly summarize the proposal, including

1) the primary use of requested funds

2) the primary tangible outcomes and implementation objectives

3) the desired impact on creative career and the vitality of arts in Dubuque

6. Does this proposal involve placing artwork on a known historic property or in a known historic district?

Per Section 106 of the National Historic Preservation Act, applicants initiating art projects in locations eligible for or listed on the National Register of Historic Properties must identify that intention. Learn more about the National Historic Preservation Act of 1966 at

<https://www.gsa.gov/real-estate/historic-preservation/historic-preservation-policy-tools/legislation-policy-and-reports/section-106-national-historic-preservation-act-of-1966>.

** This question has conditional followup questions.*

7. If you are co-creating or collaborating on this project with other individual creatives, organizations, community groups, etc., list them here:

Proposal Narrative - Creative Empowerment

1. Creative Profile:

Describe the applicant's creative work and career to date, including:

1) type of artwork(s), arts projects, or arts events created, including concept and goal of your creative efforts

2) notable achievements in creative career or practice

3) how the public typically engages with or has access to your creative output

2. Resume or Curriculum Vitae:

Upload a resume or curriculum vitae (CV) that highlights your creative work and most recent or most significant exhibitions, presentations, awards, educational achievements, etc. Limit to 2 pages.

3. Project Description:

Describe the project proposed and related activity in further detail that the grant funds will support within the eligible period of performance, including:

1) how will the project enables the applicant to achieve a particular goal that advances their creative practice or career

2) how will the community be engaged in the project, how was this engagement identified, and how does it demonstrate community engagement

3) what tangible public outcome(s) will be achieved for both the creative and the community, and how will the outcome(s) be evaluated and measured

4. Discuss the timeline of project activities and dates to accomplish the project and its goals.

5. How is DEIA incorporated into the project planning and delivery?

Describe how the project will be publicly accessible and any specific populations served by the project.

Finances - Creative Empowerment

1. What amount of funding are you requesting?

Individuals can request \$500 - \$2,000. Round to the nearest dollar.

2. Which support categories of funding are being requested? (Select all that apply)

3. Budget Narrative:

Describe what the subgrant funds will be used for, including specifying the artists or vendors who will be paid and justification for the figures included in the budget. If the requested funds are supporting an element of a larger project, please explain.

4. Upload a completed Creative Empowerment Request Form:

Complete the form with the proposed budget and itemized eligible expenses the requested Creative Empowerment subgrant funds will cover. Include a brief description of each expense, quantity, rate/unit price, and the amount of funding requested toward that expense. Round to the nearest dollar.

The form can be downloaded at <https://www.cityofdubuque.org/DocumentCenter/View/53644/Creative-Empowerment-Request-Form>

Label the attachment so that it identifies the project appropriately: Name of Applicant_Document Content (i.e., Sue Stone_Request Form).

Assurances - Creative Empowerment

1. I, as the authorizing official, have read and understand the grant guidelines and funding policies and am aware of the required compliance with National Endowment for the Arts American Rescue Plan Act.
2. I, as the authorizing official, certify that all representations and statements made in this application are true and correct.
3. I, as the authorizing official, understand that further documents may be requested by the City of Dubuque to determine project eligibility.
4. I, as the authorizing official, understand that all information and material submitted with this application is a public record.
5. I, as the authorizing official, verify that I am not excluded or disqualified from doing business with the federal government.
6. I, as the authorizing official, verify that I agree to abide by the NEA's Nondiscrimination, Environmental and Preservation, and Other National Policies (Appendix C).
<https://www.cityofdubuque.org/DocumentCenter/View/53729/APPENDIX-C-National-Policies>
7. I, as the authorizing official, verify that no overlapping costs with any other pending or approved application(s) for federal/state funding and/or approved federal/state awards have been submitted with this application.
8. I, as the authorizing official, agree to acknowledge the City of Dubuque and the National Endowment for the Arts support in all materials and announcements, audio and visual, for all grant funded activities according to published logo and credit line guidelines.
<https://www.cityofdubuque.org/2805/Funding-Recognition>
9. I, as the authorizing official, request subscription to the City of Dubuque Arts & Culture News newsletter.
10. Authorizing Official Name

Attachments

1. Supplemental Material 1

2. Supplemental Material 2

3. Supplemental Material 3

Applicant instructions:

(OPTIONAL) You can provide up to three attachments to additional support conveying the professional and community impact of the application. Examples of supplemental materials include audience surveys, letters of support, etc.

Media

Provide 3-5 items.

Allowed Media Types:

Images (up to 5MB each)

Video (up to 250MB each)

Audio (up to 30MB each)

PDFs (up to 10MB each)

External media from YouTube, Vimeo and SoundCloud

Applicant instructions:

Provide a high-quality media sample collection (3-5 media samples) of your work that demonstrates artistic excellence via the quality and diversity of your artistic/creative outcomes and commitment to your artistic/creative practice. This can be photographs, video performances, etc. These items may be used by the City for promotional purposes. It is understood that appropriate releases have been secured in providing these items, and the copyright is waived. If credit is required for any of the uploaded items, please provide that in the media description. Ensure that appropriate viewing permissions are given. Several options can be found online if you need to reduce your file size.