
**ArtsWave Fall 2022 Mini-Grant
Program Guidelines
for projects occurring October 13-16, 2022**



ArtsWave Fall 2022 Mini-Grant Application Guidelines

Purpose

ArtsWave Fall 2022 Mini-Grants will support the implementation of short-term or one-time innovative and creative events that have unique potential to augment or supplement the official BLINK® festival and its theme, **“where the community comes together to play.”**

NOTE: ArtsWave has no role in determining the art installations and events curated in the official BLINK® festival. Therefore, local projects funded through the Fall 2022 Mini-Grants Program will NOT be promoted as part of the official BLINK schedule. Instead, they will be part of ArtsWave's supplementary, local marketing efforts through [ArtsWave Guide](#), the region's arts calendar, and in paid social media. In partnership with BLINK organizers, ArtsWave intends to build and grow a “BLINK fringe” (name tbd)-type ancillary experience that showcases the uniqueness of the region's arts and culture organizations and artists.

Who May Apply

Organizations and Artists are eligible to apply for the Fall 2022 Mini-Grants Program, if they meet the following criteria:

- Be based in the Cincinnati-Middletown, OH-KY-IN MSA, which includes the following counties: Brown, Butler, Clermont, Hamilton, and Warren Counties in Ohio; Boone, Bracken, Campbell, Gallatin, Grant, Kenton, and Pendleton Counties in Kentucky; and Dearborn, Franklin, Ohio, and Union Counties in Indiana.
- Have successfully completed any and all previous grant requirements, including outstanding final reports for previous grants and sponsorships.
- Share ArtsWave's commitment to access, equity, and inclusion.
- Have a 501(c)3 designation, be non-profit in nature, or have a non-profit fiscal agent.

Eligible Requests

Applicants may request Fall 2022 Mini-Grant funding to underwrite the cost of innovative and creative projects and experiences that complement the BLINK™ Festival. Competitive applicants will illuminate the Cincinnati Region's local arts and cultural scene and advance ArtsWave's Blueprint for Collective Action's goal of *Putting Cincy on the Map*.

Further:

- Projects must be innovative, artistic in nature* and complementary to the 2022 BLINK festival's theme of **“play”**.

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- BLINK is where the community comes together to play.
 - BLINK inspires a sense of wonder, curiosity, and exploration.
 - BLINK calls us to experience the present moment and heightens all our senses.
 - BLINK celebrates light, art, community, and culture.
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- Projects should involve, engage and/or impact large numbers of community members.
 - Applicant should be able to define the project's target audience and have a plan for attracting this audience to the experience.
 - Applicants should have a track record of successfully completing artistic work that involves the community.
 - Project budget and timeline should be reasonable and sufficient to execute the project within the time frame of October 13-16, 2022.

**For the purpose of this program, artistic disciplines include Dance, Music, Opera/Musical Theatre, Theatre, Visual Arts, Design & Textile Arts, Crafts, Photography, Media Arts, Literature, Folk/Traditional Arts, Performing Arts, Spoken Word or Interdisciplinary Arts.*

Ineligible Requests

ArtsWave's Fall 2022 Mini-Grants cannot be requested for any of the following:

- Participation in the 2022 BLINK Parade
- General operating support
- Fundraisers
- Re-granting
- Advancing or inhibiting a religious ideology
- Advocacy of specific political causes or candidates
- Projects proposed by for-profit businesses
- ArtsWave will not award grant support to organizations that, in their constitution, bylaws, or practices, discriminate against a person or group because of age, race, national origin, ethnicity, gender, disability, sexual orientation, political affiliation, or religious belief. In doing so, we seek to promote respect for all people. ArtsWave is working with its funded partners to make inclusion a hallmark of the Cincinnati region's arts sector.

Applicants may only submit one application per deadline. Applicants may only receive one Fall 2022 Mini-Grant.

Grant Amounts and 1:1 Match Requirement

Grant awards will be made up to \$2,500 or 50% of the total expenses for the proposed project. The majority of grants will likely be in the range of \$1,000-\$1,500. Applicants must show other funding sources that will be available to match the ArtsWave grant. The match can include applicant cash and/or in-kind contributions.

Award Criteria and Determination of Grant Amount

Receiving a Fall 2022 Mini-Grant is a competitive process. All applications will be reviewed and evaluated by a panel consisting of community volunteers. Proposals will be scored as follows:

- Proposed project is innovative, artistic in nature* and complementary to the 2022 BLINK festival's theme of “**play**”.
 - BLINK is where the community comes together to play.
 - BLINK inspires a sense of wonder, curiosity, and exploration.
 - BLINK calls us to experience the present moment and heightens all our senses.
 - BLINK celebrates light, art, community, and culture.
- Project aligns with ArtsWave's Blueprint for Collective Action goal of Putting Cincinnati on the Map, involving as many people as possible in the proposed experience.
- Applicant is able to define the project's target audience and has a plan for attracting this audience to the experience.
- The project can be achieved in the proposed timeline.
- The project budget is reasonable and meets matching funding requirements.
- The applicant has capacity and related track record of providing quality arts and cultural experiences for the community.

Application Instructions

All application materials must be submitted via Submittable, ArtsWave's online grantmaking system. We strongly recommend that you begin your online application well before the due date to familiarize yourself with the online grantmaking system and to address any technical concerns. Tips for compelling applications are listed on page 6.

The application can be found at: <https://artswave.submittable.com/submit>

It consists of the following sections:

A. Applicant Information

- Applicant Name
- Address, Phone, Email
- County and Neighborhood of Project
- Mission Statement, including Diversity Statement

B. Details of Request

- Total amount requested up to \$2,500
- Project title
- Project start and end dates
- Target # of People Engaged/Participating
- Project Summary Description for promotional purposes (100 Words)
- Project description (500 words)
 - How is the project innovative, creative and complementary to BLINK?
 - How does the project align to BLINK 2022's theme of "play" and/or its sub-themes?
 - How will this contribute to ArtsWave's goal of Putting Cincinnati on the Map?
 - Who is your expected audience and how will you attract this audience?
 - What is the timeline for execution of the project?
 - What does success look like and how will you measure if you've achieved success?
- Upload one or two examples of your previous artistic work/community engagement that illustrates your capacity to accomplish the proposed project. Be sure to include a brief statement explaining the examples you've chosen.

Financial Information

- Total Project Budget Amount
- Description of how grant funds will be used
- Fall 2022 Mini-Grant Budget Form

C. Statement of Assurances

- An authorizing official will certify that s/he is authorized to submit the application on behalf of the applicant and that the information submitted in the application is true and correct to the best of his/her knowledge

Grant Requirements

Upon notification of award, grant recipients must submit a grant acceptance form. A single grant payment will be issued once the grant acceptance form has been received.

Recipients of grants will be expected to carry a brand mark that shows their arts experience is a part of the locally illuminated projects complementing BLINK. ArtsWave will provide these branding assets to grant recipients later this summer.

A final report will be due after the project's completion and no later than November 30, 2022. All requirements must be submitted through the online grantmaking system. Applicants are ineligible to apply for funding if a previous final report is outstanding.

Key Dates

Grant Q&A Session	Application Deadline *	Funding Decision	Final Report Due
July 26, 2022 @ 12:00 noon On ZOOM	August 2, 2022	August 26, 2022	November 30, 2022

* Application closes at 5 p.m. on the deadline

Please join us for a drop-in Question and Answer session on Tuesday, July 26, 2022 at 12:00 p.m. on Zoom at <https://us06web.zoom.us/j/87251248239?pwd=RENaMIRzN1YxcDIzUIJ1VjJsak5aQT09&from=addon>.

Tips for a Compelling Application

While completing your application, remember these tips:

- Be brief, clear and direct, focusing on what is most important.
- Review panelists may have little or no prior knowledge of your organization. Create a stronger application by:
 - not assuming reviewers have extensive knowledge of all artistic disciplines;
 - explaining acronyms; and
 - explaining the characteristics of your community or audience as needed.
- We recommend that you prepare your responses offline in a word processing program and then copy and paste them into the appropriate sections of the online application.
- Limit the use of bullets and other formatting in text fields.
- Add Impact@ArtsWave.org to your safe senders list to ensure that you receive all communications from the online grantmaking system.
- Use one of the following compatible browsers: Chrome® v.22+, Firefox® version v.27+, Internet Explorer® v.8-10 (if enabled), Internet Explorer v.11, Safari® v.7+, or Edge®.

The application for Fall 2022 Mini-Grants can be accessed using the following link:

<https://artswave.submittable.com/submit>

Contact ArtsWave

Additional application questions may be directed to Ray Gargano or Lori Burkhardt at Impact@ArtsWave.org.

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