

Q: What is the purpose of this grant?

A: This grant is intended to provide funding and professional development support to individual artists living and working in Duval County, to enable them to grow in their artistic practice/art-related business.

Q: What does this program fund?

A: The Artist Grant Program provides awards to individual artists to support their artistic practice and endeavors. It's not a "project-specific" program. This grant is designed to provide support for artists who have been living and working in Duval County throughout the past year and are committed to live and work in Duval County in 2025.

Q: What is the funding period for which reimbursements are allowed?

A: To provide reimbursement for completed, tentative, and proposed artistic pursuits, expenses incurred between October 1, 2023 and September 30, 2025 will be allowed.

Q: How do you define "professional artist"?

A: For the purposes of this grant, a professional artist is defined as a person who has created a recognized body of work over a sustained period and pursues this work as a means of livelihood. Artists of all disciplines are welcome to apply.

Q: What do you mean by Creative entrepreneurs?

Creative entrepreneurs for the purpose of this grant are limited to those who work directly, primarily and to the benefit of individual artists such as curators, producers and presenters.

Q: What is the maximum award amount that selected artists will receive?

A: Awards will be made to 60 individual artists at \$10,000 each. Individuals can submit one (1) application before the deadline of **Friday, August 23, 2024 at 11:59 EST.**

Q: How do I apply?

A: Interested artists can fill out an application online through [Foundant](#).

Applicants are encouraged to do one of the following prior to submitting an application:

- **Attend a pre-submission workshop** at the Jessie, 40 East Adams St., room 208 on either JULY 31, 2024 at 9:30 a.m. or AUG 21, 2024 at 3:30 p.m.
- **View the recording of either workshop**
- **Schedule a consultation** with the program administrator

Please note: workshop attendance, viewing and consultations are not required in order to apply.

If you have any questions, please email artistgrant@culturalcouncil.org

Q: What expenses are allowable with this funding?

(see allowable expenses page)

Q: What are the requirements for me to receive the funds?

(See “requirements of grantees” section)

Q: What will I need to submit as proof of residency?

A: Proof of residency is required at the time of application. Acceptable documentation must include your physical address in Duval County. These documents include a current FL Driver’s License, Property Tax Record, Lease Agreement, current Voter’s Registration, utility bill, or IRS Income Tax Return for year 2022. Permanent Resident cards and passports are NOT acceptable.

Note: Applicants providing copies of an IRS Income Tax Return are strongly encouraged to redact their personal financial information.

Q. Do I need to match the funds with additional funding?

A: No; matching funds are not required.

Q. What are the reporting requirements?

A: Selected artists will be required to provide a summary of their artistic endeavors throughout the program year. Grantees will have the option to provide additional documentation such as images, videos, press reports, etc. The deadline to submit the report is 45 days after the grant end date.

Q: What should I include in my application to showcase my work as a professional artist?

A: You may submit up to 5 work samples. Your portfolio should include supporting materials that provide further confirmation of your work as a professional artist and may include documents such as catalogs, program books/playbills, postcards or flyers, news articles, letters of support, a link to your website, etc.

Q: I see I have the option to submit support documents. What should I include?

A: You may submit up to three (3) support materials. Support documents should provide further confirmation of your work as a professional artist and may include documents such catalogues, program books/playbills, postcards or flyers, news articles, letters of support, your website (in the form of a link), etc.

Q: What type of work samples am I required to provide as part of the application?

A: Each application must include up to five (5) work samples. Samples may include images, videos, sound files, PDFs, and other mediums used in the artist’s creative practice. Video and/or sound examples are limited to no more than three (3) samples with a maximum running time of 5 minutes each and 10 minutes total. Writing Samples are limited to 5 pages each.

Q: The work samples section on the application has a space for files and a space for links. Can I submit files and links?

A: Yes, you may submit a combination of files and links. However, an applicant is allowed to upload a maximum number of 5 work samples including files and links. Panelists will not review samples that exceed the maximum number allowed.

Q: What file formats are accepted for the work samples?

A: Acceptable file types include: pdf, jpg, jpeg, mp3, mp4, m4a, wav, mov, avi, mpg, 3gp, flv, webm, wmv, ogg, aac, flac, aiff, wma, mkv, m4v. Direct links to online content for video and audio files are preferred. Panelists are not responsible for broken or inaccessible online content.

Q: What should I submit as work samples?

A: Work samples should provide evidence of your work as a professional artist and may include still images, short videos; audio or dynamic media files; writing samples (e.g., excerpt of poem, script or play), etc. Applicants may also submit images/videos related to the artistic endeavors noted in the application form.

Q: How much of the funds should I budget for taxes?

A: Please consult your tax professional on your specific needs.

Q: Does the City of Jacksonville own my artwork?

The artists retain rights to their original artwork and created product.

Q: How will I receive my payments if I am selected as a grantee?

A: Grant payments will be disbursed via direct deposit from our secure payment system (Gusto). The funds will be deposited into a separate bank account that grantees are required to create and from which they must directly spend the award money.

Q: What is the pay schedule for the funds?

A: CCGJ must adhere to City Ordinance [Chapter 118.201\(f\)\(7\)](#) that legislates that grant funds are on a reimbursement schedule after an initial 10% “start-up” costs are distributed (\$1,000 in this case). Reimbursements for allowable expenses will be made by direct deposit monthly.