AlternateROOTS

ARTS • COMMUNITY • ACTIVISM

Fall/Winter 2018 Artistic Assistance | Project Development Application

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To Submit:

1. Save this document with the following title: First and Last Name, Funding Area, Application
   e.g. Mary Jane Project Development Application
2. Save all additional attachments with your First and Last Name, Funding Area, Type of Document
   e.g. Mary Jane Project Development Budget
3. Click the 2018 Artistic Assistance Project Development application form link here, fill out the form, and attach this application document and budget.

Applicant Name:
Applicant Organization (if applying on behalf of an organization):
Phone Number:
Email Address:
Physical Address:

Please state the amount of your request:
Project Development requests can be between $250-$5,000. Ensure that you have also attached a detailed budget.

Please provide a summary for your project.
This summary will be used in publications if your request is granted. (150 words max)

Budget: _You can submit your own budget document or use the template we provide. If your project amount exceeds the amount of your request, please outline confirmed and pending sources of other income in your budget worksheet._ **Please save your budget file with your First and Last Name, Funding Area, Budget (e.g. Mary Jane Professional Development Budget).**

If submitting an alternative format application, fill out the above information and paste the URL of your video or audio application here. _More information on alternative format applications is available below._

Narrative: Briefly describe your request. (250 words max)

How does your request fit within the ROOTS mission? How does it connect to arts, activism and/or community? (300 words max)

What is the timeline for the project?
Include important milestones and key dates during the project period. Please use bullet points. (250 words max)

What are the two most important things you want to accomplish or achieve with this grant funding? (150 words max)

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Work Samples: Applicants are encouraged to submit at least one and no more than three work samples. Work samples must be submitted with the application itself, as a separate document or file.

Length: Brevity and clarity are very powerful. Panels have limited time to review applications.
- Written samples should be limited to 3 pages maximum.
- Limit audio and video samples to 5 minutes. A few clips no longer than one minute is even better.
- If your sample is longer, include instructions that point panelists to the minute and second where you'd like them to begin with notes about what they should pay attention to in particular.

Media Types:
- URLs: You can point panelists to your website, YouTube, SoundCloud, or other web platforms that contain examples of your work. If submitting a web-based work sample, please paste the URLs as hyperlinks at the bottom of this Word document.
- Work samples are also accepted in the following forms: .doc, .xls, .pdf, and .jpg. Please be mindful of size. You may attach these as additional pages to your application, and submit as one large file. NOTE: The total file size must not exceed 25 MB.

Alternative Proposal Formats:
If you would prefer to submit your application as a video or audio proposal, rather than a written one, please do so through a web platform like YouTube, Vimeo, or SoundCloud. Video and audio submissions should be no longer than seven minutes maximum and should answer all questions listed above. Those submitting in alternative formats still need to complete the first seven fields on this application (contact information, amount requesting, and link to application video or audio) and submit a budget document. Applications created using an alternative format will be judged by the same criteria as written proposals.