



**THE ARTS COMMISSION**  
INSPIRING A VIBRANT TOLEDO

## Merit Awards Program Guidelines 2020

The Arts Commission's Merit Award program recognizes outstanding individual local artists working in the literary, performing, and visual arts. Four awards will be granted - one \$2500 award, two \$1000 awards, and one \$500 award.

### *Who is eligible to apply?*

- Individual artists with residence or holding a creative studio within 25 miles of downtown Toledo, Ohio.

### *Who is NOT eligible to apply?*

- Artists currently employed by The Arts Commission or serving as members of The Arts Commission's Board of Trustees are not eligible to apply for a Merit Award.
- Artists who are enrolled in a degree or certificate-granting program of any kind at the time of application are not eligible for a Merit Award. Applications will not be accepted before graduation date.
- Artists who have previously received the Merit Award must wait three years to reapply, i.e. 2019 recipients may reapply in 2022.

### *Application deadline*

Applications for the 2020 program are due by 11:59 pm (EST) on Monday, November 16, 2020.

### *Review process*

Applications will be reviewed by a review panel comprised of artists and cultural leaders from other Midwest communities representing various artistic disciplines - literary, performing, and visual. The Arts Commission's Chief Executive and Chief Operating Officers will be present during the review process to listen to the dialogue. The recommendations from the panel session will be reviewed and approved by The Arts Commission and will be officially announced at in December. Recipients will be notified via email in advance.

### *Grant disbursement*

Following the receipt of their signed Merit Award agreement, recipients will receive their approved grant in December, 2020.

Awards received through this program are considered taxable to the extent that is applicable by law. Please consult a tax professional for additional advisement.

### *Final reporting and future opportunities*

- Final reports are due April 30, 2021, unless otherwise requested and approved in writing.
- Final reports should be submitted by the above stated deadline via a digital form accessible at [theartscommission.org/forartists](http://theartscommission.org/forartists)
- Within one year of receiving the Merit Award, The Arts Commission may invite the awardee to have their current work showcased publicly - date, time and location to be

determined. This awardee highlight may be included as part of an Arts Commission fundraiser, in collaboration with another Arts Commission program (i.e. Art Loop) or another partner opportunity.

### ***How to apply***

- Review the guidelines of Merit Award at [theartscommission.org/forartists](http://theartscommission.org/forartists)
- Click on *apply for grant* button at [theartscommission.org/forartists](http://theartscommission.org/forartists)
- Submit your completed application by 11:59pm (EST) on Monday, November 16, 2020.

### ***Materials needed for application***

All uploaded file should be titled LastName\_FirstName\_CV, etc.

Digital portfolio including:

Visual - Six unique works created in the past three years, submitted as jpgs measuring 1200 pixels on the longest side

Time-based - Minimum three work samples, completed within the last three years, as excerpts or entire works, no more than 10 minutes total.

Performing - Six works performed within the past three years, as excerpts or entire works, no more than 10 minutes total. Please specify if the works performed are originally created, or cite the creator.

Music Composition - Minimum three audio samples, as excerpts or entire works, maximum 10 minutes total, completed within the last five years.

Choreography - Minimum three work samples, as excerpts or entire works, no more than 10 minutes total, completed within the last five years.

Literary - Fiction/Non-Fiction manuscripts should be under 20 pages, double-spaced, of an excerpt of one recent work, or a selection of short stories or essays, completed within the last three years. Poetry manuscripts should be 10 pages, single- or double-spaced, no more than one poem to a page, completed within the last three years. Playwriting/Screenplay manuscripts should be under 50 pages, may be single- or double-spaced, of an excerpt of one recent work or a selection of one-acts, completed within the last three years

-Description for each sample including title, dates created, materials/formats, and sizes/lengths where applicable

- Resume or curriculum vitae (four pages maximum)
- Artist statement (300 words maximum)
- Bio (150 words maximum)
- Award proposal (300 words maximum)
- (Optional) media coverage or other publicity materials documenting creative activity

Questions? Contact Jordan Buschur, Artist Services Coordinator,  
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