Professional Development Funding

The Luminaria Artist Foundation is offering awards to individual, professional artists residing in San Antonio, Texas, for professional development. Artists can apply for up to $500 for professional development projects to be completed by the end of the grant period (March 14, 2022).

Types of applicable professional development could include, but are not limited to, fees for in-person or distance education opportunities, workshops, conferences, seminars, apprenticeships, training, and arts education (not applicable to college tuition); technology software that enhances professional artistic capacity; production related services, such as set design, lighting, costumes; travel; or travel related expenses.

Rules & Eligibility

Only one application can be submitted per artist. However, a request can combine more than one allowable item up to the $500 limit. For example, an artist can request $100 for one workshop, $250 for a conference, and $150 for travel expenses.

Eligibility Requirements

- All applicants must be residents of San Antonio, Texas, for 6 consecutive months as of the date of application.
- If awarded, applicant must maintain permanent residency in San Antonio, Texas, during the award period.
- All artists must have a valid U.S. taxpayer identification number (SSN, EIN, or ITIN).
- All applicants must be 18 years old as of the date of application.
- All applications require a profile photo and resume.
- All applications require 1–2 examples of artwork uploaded in JPG, PDF, MP3, MOV, MP4, or WMV formats (100MB or less). Embedded formats, such as YouTube, Vimeo, Spotify, Soundcloud, etc., are acceptable. Please provide access instructions for private links.
- All applications require supporting documentation (flyers, notices, screenshots, receipts, invoices, contracts, communications, sales records, etc.). All supporting documentation must be combined into a single PDF.
- All applications require a detailed description of the reason for applying. Applications that include only one sentence and lack detailed descriptions will not be considered strong applications.
- All applications require answers to demographic questions to help Luminaria build its grants programming.
- All applications require a budget request.

Ineligible Persons

- Members of the Board of Directors (current or having served within the previous 12 months).
- Members of a judging panel during the current grant cycle.
- Substantial contributors to the Foundation.
- Employees or Consultants of the Foundation.
- Substantial independent contractors of the Foundation.

- Family members of the above five named categories of Ineligible Persons.
- Any person not residing within San Antonio, Texas, for a minimum of 6 consecutive months.
- Groups of individual artists.
- Persons under 18 years of age.
- Persons who do not have a valid U.S. taxpayer identification number (SSN, EIN, ITIN).

Application Guidelines

Please read all of the following information carefully before beginning your application.

Submissions will only be accepted through the online portal at anyartist.org.
No physical applications will be accepted.
No FAX, e-mail, courier, mail, or any other delivery methods.
E-mail grants@luminariasa.org if electronic submission is not possible.

Application Deadline
Artists can apply for up to $500 for professional development opportunities via AnyArtist.org, with a $5.00 application fee, January 12 – February 24, 2021. The application will automatically close at 11:59pm, February 24, 2021.

Application Instructions
Go to AnyArtist.org and create a free account if you do not already have one. If you already have an account, please make sure that all of your contact and other account information is current. We want to make sure we can reach you!

Make sure you are applying for the Luminaria Artist Foundation Professional Development call. You will see the Call Details, Call Description, and Call Eligibility sections. Please read carefully to make sure you are eligible and understand the requirements of the application and the artist responsibilities.

The Call Requirements section is where you will submit your resume, headshot, past work samples, demographic information, and project proposal. Let's walk through the process together.

Biography *(100 words)*
The biography is a way for you to introduce yourself to us. It is a glimpse into who you are, where you've been, where you want to go, and how this professional development funding can help you reach your goals. What has been your artistic trajectory? What are your long-term career goals?

Resume *(2 pages)*
The resume is another way to help us determine where the artist is in their career. Your resume should showcase projects completed so far, such as films, installations, sculptures, or whichever discipline the artist works in, as well as any publications or articles and awards.

Not everyone is formally trained, and you may not have a typical resume. However, the resume tells a story about how a career has unfolded so far, even if it's not traditional.

Artwork Submissions

Please provide 1–2 examples of your artwork uploaded in JPG, PDF, MP3, MOV, MP4, or WMV formats (100MB or less). Embedded formats, such as YouTube, Vimeo, Spotify, Soundcloud, etc., are acceptable. Please provide access instructions for private links.

Budget Request

Please provide a detailed budget of how much grant funding you are requesting.

Only one application can be submitted per artist. However, each application can combine more than one allowable item up to the $500 limit. For example, an artist can request:

- $100 for Workshop ABC;
- $250 for Conference XYZ; and
- $150 for travel expenses to Conference XYZ.

Or perhaps you just really need that LMNOP Software that costs $1,500 and you'd like the $500 to help with your cost.

With this information, we can choose the amount that best suits your specific needs and provide funding to as many local artists as possible.

Headshot

Please provide a good headshot of yourself. We want to see who you are!

Reason for Application

Please describe your reason(s) for applying here in as much detail as possible. You have 500 words to answer this section. Applications that include only one sentence and lack detailed descriptions of the opportunity will not be considered strong applications.

Questions to consider:
- Is it a class, a tour, a conference, an artist residency; technology that will enhance your professional artistic capacity; production related services, such as set design, lighting, costumes; travel; or travel related expenses?
- When, where, and how are you scheduling the opportunity?
- What are your goals for participating in the program, the new technology, the production assistance, etc.?
- How might this professional development opportunity(s) act as a catalyst for your artistic and professional growth?
- What will be your preparation process?
- What, if any, kinds of expenses will you accrue in preparing for it, such as supply costs?
- Will you be traveling and, if so, to where?

Be detailed and specific.

Self-Certification

Here we are simply asking you to certify that everything you are providing in this application is correct and true to the best of your knowledge.

Social Media & Website

If applicable, please provide the following:

- URL to your website
- URL to your Facebook page
- Instagram handle
- Twitter handle

Supporting Documentation

Please include supporting documentation, such as conference and training flyers or notices, invoices, and/or receipts for fees and travel.

All supporting documentation must be combined into a single PDF to be uploaded here. Your PDF should be multiple pages long showing strong documentation. A single receipt, letter, flyer, etc. will not be considered sufficient.

Demographic Information

The last four questions ask basic demographic information. Luminaria is committed to supporting a diversity of voices and backgrounds. This information is also helpful to us in finding funders and meeting funder requirements.

Responsibilities

Grantees will be required to:
- notify the Foundation of changes to their project that deviate from what was described in their application;
- return any funds not expended for the purpose of the award as described in the Grantee's application to the Foundation; and
- submit a final report describing the professional development opportunity and how it has or will impact the career along with detailed expenditures of funds as noted in their budget.

Ownership

Works created with assistance of Foundation awards are the property of the artist. The Foundation will, however, keep for its archives the submitted application materials from each award recipient. Award recipients agree to license their work to Luminaria and funders for the purpose of promotion of the grant program.

Liability

During the application and selection process, the Foundation will not be responsible for loss or damage of support materials. However, the greatest care possible will be taken in handling the materials.

Taxes

Award funds are taxable to the recipients under IRS guidelines. Recipients should consult their tax advisor regarding proper reporting for the award. Each artist receiving an award will be sent a Form W-9 for completion and return before receiving the award funds.

Selection Process

Artists are selected by a panel of local arts experts with great care and consideration.

Conflict of Interest Policy

The Foundation requires judges to disclose any potential conflicts of interests. If a personal relationship exists between a judge and an applicant that may compromise the ability of the judge to act as a neutral evaluator, the judge is required to leave the room during jury evaluations and abstain from voting for that applicant.

Timeline

- January 12, 2021: Online-only award applications open at www.anyartist.org.
- February 24, 2021: Applications close at 11:59 PM.
- March 2021: Judging of applications by vetted arts professionals.
- March 30, 2021: Applicants notified of judging results.
- March 14, 2022: Grantees submit a final report describing the project's impact on their career, methods used to make the project available to the public, the project's impact on the community, and detailing full expenditures of funds as noted in their budget. Artists receive remaining 20% of funds upon approval of final report.

You're done with your application. Congratulations & Good Luck!