



Artist Residency Sponsorship

For Erie, Niagara, and Chautauqua counties

DEADLINE: Rolling throughout 2025

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OVERVIEW

The Artist Residency Sponsorship is supported by two NYS Senate Initiatives – NYS Senator Sean Ryan’s office and the Creative Impact Fund Senate Allocation.

Applications for this fund will be accepted on a rolling basis throughout 2025. Applications will be reviewed on a quarterly basis until all funding has been dispersed.

ARTIST RESIDENCY SPONSORSHIP

The Artist Residency Sponsorship grants provide a small stipend to creative individuals residing in Erie, Niagara, and Chautauqua counties to engage in a residency, fellowship, or apprenticeship program that builds their artistic skill or mastery. All training programs must be completed with one year of receiving the grant or no later than June 30, 2026 and must take place in New York State.

Grants are available in the following amounts:

- \$500
- \$1,000
- \$2,500

Applicants should choose the funding level they need and submit a detailed budget that shows exactly how the entire amount of funding will be spent. Grants will be all or nothing with no partial funding awarded.

ELIGIBILITY REQUIREMENTS

Eligible applications must meet the following requirements:

- Applicants must be an individual living in the NYS counties of Erie, Niagara, or Chautauqua.

- Must be at least eighteen (18) years of age or older.
- Must be willing to accept the grant as an individual and not through an LLC or other business designation.
- The program or opportunity they wish to take advantage of must take place in New York State.
- The program or opportunity must have arts or culture activity as the primary purpose.

INELIGIBILITY

The following are **NOT** eligible to apply for this funding:

- Programs or opportunities taking place outside of New York State.
- Programs or opportunities which cannot be completed within a one-year timeframe.
- Direct recipients of New York State Council on the Arts (NYSCA) grants for the 2025 calendar year.
- Programs or opportunities that are required or encouraged by the applicant's employer and should be paid for by the employer.
- Requests for discretionary income, including: living expenses, vacations, contingency funds, and capital expenditures, including purchase of property or permanent equipment.
- Operating expenses of privately owned facilities (e.g. homes and studios).
- Funds for university faculty and staff for work done through their position in their institutions, including the creation of textbooks or educational materials.
- Scholarships or fellowships for universities or private school tuition.
- Expenses related to food or beverage.
- Lobbying expenses.
- Acquisition of works of art.
- Memberships or subscriptions.
- Previously funded ASI grant recipients that have failed to provide final reports, use proper acknowledgement, or comply with previous contract terms.
- Arts Services Inc., its employees, and board members.

Funding cannot duplicate support already received from another state agency, such as the New York State Council on the Arts (NYSCA) or ASI's Creative Impact Fund.

ALLOWABLE EXPENSES

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Allowable expenses include:

- Fees for program registration or enrollment.
- Fees paid to artists, creatives, or consultants for their time training or mentoring the applicant.
- Travel costs within New York State.

If you have any eligibility-related questions, contact ASI's grant staff for clarification before starting your application.

APPLICATION DEADLINE

Applications are accepted on a rolling basis until all funding has been distributed.

- One (1) electronic submission of the application with ALL required attachments must be submitted through the online grants portal. Please contact Holly at holly@asiwny.org if you have trouble accessing your account in the online grant portal.
- Link to online grant portal - <https://www.grantinterface.com/Process/Apply?urlkey=artsofwesternny>

Applications will be reviewed on a quarterly basis. Applicants not selected for funding can reapply incorporating feedback from the review panel. Applicants can only receive one Artist Residency Sponsorship grant per funding year.

GRANT REVIEW AND DETERMINATION

ASI staff reviews all applications for eligibility and completeness following the application deadline. Ineligible or incomplete applications will not be evaluated.

A peer panel of area artists, arts administrators, and community leaders evaluates each application and recommends funding based on the evaluation criteria and funding priorities. Deliberations are based only on the information and materials contained in the application; additional information presented after the application deadline will not be accepted or considered.

Once funding decisions are made by the panel, a separate Advisory Committee will review the decisions for bias. Then, the ASI Board of Directors will review the overall funding recommendations and will approve the slate of funded projects.

EVALUATIVE CRITERIA

The grant panel will make funding recommendations based on the following criteria:

1. **Need & Impact** – including:
 - a. This opportunity or program will meet the expectations the individual has and is the right opportunity for what they are hoping to learn. The program or artist has the credentials and qualifications to lead the opportunity.
 - b. The opportunity is relevant to the current creative conversation in the community, the region, or the field at large and is innovative and/or distinctive in what is offered.
 - c. The program or opportunity reflects and represents the cultural and aesthetic diversity of the community, including supporting or uplifting marginalized or under-represented voices, communities, and/or art forms.
2. **Budget** – including:
 - a. Compensation for artists and venues is appropriate for the time and commitment.
 - b. Costs proposed are reasonable and appropriate.
 - c. If the total cost is more than the grant award, the applicant provides enough detail on

how they will pay the difference to take advantage of this opportunity.

3. **Capacity** – Rate the capacity of the applicant to carry out the opportunity as proposed within the required timeframe, including:
 - a. The applicant provided sufficient detail on the plan, curriculum, qualifications of artist or venue, and timeframe.
 - b. The applicant has identified the partner (i.e. mentor, master artist, and/or venue) and the partner has committed to offering support, training, and/or space.

FUNDING PRIORITIES

Programs that support the following areas will be prioritized:

- Requests that will advance the applicant’s career or artistry.
- Applicants who can clearly and fully articulate their need for this opportunity.
- Those representing traditionally under-represented or marginalized communities or art forms.
- Programs or opportunities that support ongoing arts and cultural development in the region.
- Programs that create opportunities for the applicant to pay the knowledge forward by working with or mentoring other creatives and/or arts leaders.
- Applications with a clearly defined plan for implementation and management, including commitments or agreements from other creatives, venues, or consultants who will be leading the mentorship or residency opportunity.

COMMON QUESTIONS

IS THERE MINIMUM AND MAXIMUM REQUEST FOR FUNDING?

YES. There are three set grant amounts that can be requested: \$500, \$1,000, or \$2,500.

Grants can cover 100% of the program costs with no matching funds required. However, if the opportunities cost more than the maximum grant amount, applicants should include an explanation for how additional funds will be secured to cover the balance. This can consist of a combination of cash and donated professional goods and services (in-kind).

HOW DO I ACCOUNT FOR IN-KIND REVENUE ON MY BUDGET FORM?

In-kind revenue is any product or professional service that you would normally pay for that is being donated. Since it is typically something you would pay for, the value of in-kind gifts should be reflected in the expense lines as well as the revenue lines.

HOW MANY FUNDING REQUESTS CAN BE SUBMITTED?

Applicants may submit one Artist Residency Sponsorship request. However, applicants who are not selected for funding may re-apply later in the year.

IF I RECEIVED A DEC/SCR, CIF, OR NYSCA GRANT IN THE PAST, CAN I STILL APPLY?

YES. If you have received an SCR or Creative Impact Fund grant from ASI or a NYSCA direct grant in the past, you are eligible to apply for this fund. However, previous recipients that did not meet the contract requirements or failed to complete a final report by the due date are not eligible.

Also, keep in mind prior grant funding does not guarantee continued support in any succeeding

year. Each application is reviewed in the context of the current program guidelines, funding priorities, and evaluative criteria by a unique panel of peers.

I RECEIVED A GRANT DIRECTLY FROM NYSCA FOR FY2025, CAN I APPLY TO THIS FUND?

NO. Individuals that received a grant directly from the New York State Council on the Arts (NYSCA) as part of their FY2025 funding cycle cannot apply to this fund. If an individual applied to NYSCA's FY2025 grant cycle and was declined, they are eligible to apply to this fund.

APPLICATION CHECK LIST:

DO NOT SUBMIT HARD COPIES OF YOUR APPLICATION. Applications will **ONLY** be accepted through our online grants management portal. Please contact ASI's grants staff if you need assistance with the online portal.

Application Packet Includes:

- **One completed online application.** Available at <https://www.grantinterface.com/Home/Logon?urlkey=artsofwesternny>
- **Tentative Agreements**
 - Tentative agreements or letters of commitment from mentors/consultants, organizations, or training sites are encouraged.
- **Budget Form**
 - Applicants must fully complete the budget form provided. A fillable PDF and Word version are both available.
- **Resume, CV, or Bio**
- **Attachments**
 - Any other supplemental information that will advance the request or demonstrate the applicant's need for support and ability to participate in opportunity.

APPLICATION QUESTIONS

Applicant Profile

Project Title*

Artistic Discipline of Project*

Select the artistic discipline that best describes your proposed project or program.

_____ Crafts

_____ Dance

- Design Arts
- Folk Arts
- Humanities
- Interdisciplinary
- Literature
- Media Arts
- Multi-Disciplinary
- Music
- Opera / Musical Theatre
- Photography
- Theatre
- Visual Arts

I am applying as a/an*

- Collective/Informal Group
- Individual Creative

County*

Please indicate in which New York state county you are a permanent resident.

- Chautauqua County
- Erie County
- Niagara County

NYS Assembly District*

Can be found at www.nyassembly.gov/mem/search

- District 140
- District 141
- District 142
- District 143
- District 144
- District 145
- District 146
- District 147
- District 149
- District 150

NYS Senate District*

Can be found at www.nysenate.gov/find-my-senator

- District 57
- District 60
- District 61
- District 62
- District 63

Individual Creative & Collectives Profile

Resume, CV, or Bio*

Provide a resume, CV, and/or bio that includes any relevant experience, such as exhibition record (solo and/or group), performance experience, recordings, collaborative projects, commissions, curatorial projects, honors/awards, grants/fellowships, research, collections, and/or publication.

Creative Goals*

Describe yourself as a creative worker, including your professional goals, work style, and/or your creative process.

Character Limit: 2,000

Website or Social Media (if available)

Project information

Program Description*

Thoroughly explain what type of training you would like to take advantage of, including the following information:

- Describe the artistic practice to be explored.
- Describe the structure of the program or curriculum.
- In what time frame will the residency take place?
- Where will the residency take place?
- What are the qualifications of the program and/or master artist who will be hosting/leading the residency?

Please also explain how the attachments you submitted to this application support your request, artistic process, and show your capacity and ability to complete the proposed project.

Character Limit: 7,000

Impact of Residency*

Please address the following questions:

- Why is this particular opportunity the right one for you?
- How will this project advance your career or artistry, and/or how will it advance the art form?
- What professional goals do you hope to reach or accomplish once this training opportunity is complete (short term or long term)?

Character Limit: 5,000

Project Budget

Grant Amount Requested*

Requests must be made in one of the following amounts: **\$500, \$1,000, or \$2,500.**

Total Project Budget*

Please list the total amount you plan to spend on your program or project.

This may be higher than the grant amount you are requesting but it cannot be lower than the Grant Amount Requested line.

Budget Form *

All applicants must use the provided budget form. Please complete the form and upload it below in PDF format. Contact Holly at holly@asiwny.org if you need assistance converting your document into a PDF.

Budget Notes*

Please use this space to provide additional notes on your project budget, such as explaining line items, breaking out larger budget lines that combine multiple items, and clarifying anything that may be unclear to someone who is not familiar with this residency.

Character Limit: 2,000

Attachments for Individual and Collective / Informal Group Applicants

Tentative Agreements

Applicants are strongly encouraged to provide a letter of commitment or tentative agreement from the venue or partner on this project. Agreements and letters of commitment present a strong case for capacity to complete the project and are encouraged whenever possible.

For more than one (1) letter of commitment, please use a [PDF merger](#) to create a single PDF file and upload it here.

File Size Limit: 10 MiB

Artistic Work Sample (up to 2 attachments and one web link)

Applicants can attach any supplemental materials here that support their request.

File Size Limit: 10 MiB