



Request for Proposals -- ArtWorks Inc. Young Artist Grant - 2012-13

ArtWorks Inc.: A Visual Arts Coalition is offering one grant for \$1000.00 to a high school art instructor to help guide 11<sup>th</sup> and 12<sup>th</sup> grade high school students through the process of creating a professional-style visual arts exhibition. This is to be a “learn by doing” process to help students develop skills in decision making, problem solving, managing, creative thinking, and working as a team.

If your school is chosen, Artworks’ volunteers will be available to visit the instructor’s art class to provide upfront guidance with the exhibition. When the exhibition is ready, ArtWorks will provide a qualified juror to choose the winning art.

**Eligibility Requirements: (please print)**

1) This grant is available for high schools located within the ten county BRADD area (Allen, Barren, Butler, Edmonson, Hart, Logan, Metcalf, Monroe, Simpson and Warren). What county is your school located:

\_\_\_\_\_

2) A minimum of 15 students are required to help create and or participate in this exhibition. Please identify three students who will take leadership roles within your art class for this exhibition.

\_\_\_\_\_ JR \_\_\_ or SR \_\_\_

\_\_\_\_\_ JR \_\_\_ or SR \_\_\_

\_\_\_\_\_ JR \_\_\_ or SR \_\_\_

3) The exhibition is to be held before April 2012 in a venue other than the school (e.g. local business, library, or gallery), open to the public, and must be available for viewing for three or more days. Where and when will the art exhibition be held?

\_\_\_\_\_

4) How will the \$1000.00 be spent – be specific, use back of application if necessary to list more information. Encourage student leaders to help you gather this information (e.g. look up cost of items listed below):

a) Supplies (e.g., canvas, clay, framing, paint, paper, etc.):

\$ \_\_\_\_\_

b) Marketing:  Newspaper  Television  Posters  Emails  Social Sites  Other

\$ \_\_\_\_\_

c) Awards reception (e.g., food, drink, utensils, and staples):

\$ \_\_\_\_\_

d) Prizes (Best of Show, 2<sup>nd</sup>(s), 3<sup>rd</sup>(s), etc.):

\$ \_\_\_\_\_

e) Other - list other relevant expenditures:

\$ \_\_\_\_\_

5) Installing a professional art exhibition takes planning and preparation. How do you plan to exhibit the artwork for the show whether the art is 2d or 3d (e.g., frame artwork, hang on walls, attach to partitions, display on easels, pedestals, lighting, etc.)

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Other items to consider:

Will younger classmates' art be allowed into the exhibition, if so, are the younger students eligible for prizes?

Will the artwork be for sale, if so, will a percentage be retained by the school or offered to charity?

School and school board policies will need to be checked out for necessary permission.

You may solicit sponsorships from other organizations/businesses to help defray costs.

Please fill out and return to the address below.

Name of School \_\_\_\_\_

Street Address \_\_\_\_\_ City \_\_\_\_\_

Zip Code \_\_\_\_\_ School Phone Number \_\_\_\_\_

Art Teacher \_\_\_\_\_ Phone # \_\_\_\_\_

Email Address \_\_\_\_\_

\_\_\_\_\_  
Art Instructor's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name of Art Instructor

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name of Principal

Please include a letter of approval/support from your school's administrator. Applications should be postmarked on or before **October 15, 2012** and mailed to:

ArtWorks, Inc.  
Young Artist Grant Program  
P.O. Box 66  
Bowling Green, KY 42102-0066

ArtWorks, Inc., and the Young Artist Grant Program shall receive credit for underwriting the exhibition. The board of directors of ArtWorks shall serve as the granting committee for the Young Artist Grant Program.

*If you have questions, please Laura Bain-Selbo, Chair of the Young Artist Grant Program or call 717-679-6258. .*

DATE RECEIVED \_\_\_\_\_

#### Award Administration:

The grant award will be announced during the last week of October. All schools that submitted applications will be notified of the outcome of the proposal review.

One half of the \$1,000 award (\$500) will be dispersed to the selected school upon receipt of a certified invoice from the school's financial officer. This invoice will serve as acceptance of the award.

The grant recipient is required to keep detailed records (invoices, receipts, etc) to document the use of the funds. These records will be mailed with the final invoice for the second half of the award (\$500) after the exhibition, and before May 31, 2013. The final grant payment will be made by ArtWorks by June 30, 2013.

A final technical report is also due with the final invoice. The final technical report shall include

1. good quality photos of all works of art displayed during the exhibition
2. photos of the artists alongside their exhibit entry
3. each photo shall be labeled with the name of the artist, his/her grade level, the name of the work, and details about any awards the piece earned during the show (for example, "Best of Show," "Honorable Mention," etc.)
4. these photos should be in an electronic file (such as Portable Document Format or a PowerPoint presentation)