



Kalamazoo Artistic Development Initiative (KADI) Immediate Needs Minigrant Guidelines

Kalamazoo Artistic Development Initiative (KADI) *Immediate Needs Minigrant*, is funded by the Irving S. Gilmore Foundation.

Funding Basics

Grant Category	Description	Maximum Ask	Timeline
Immediate Needs Minigrant	Funding for individual artists who have unanticipated, sudden opportunities to present their work to the public when there is insufficient time to seek other sources of funding, or incur unexpected or unbudgeted expenses for projects close to completion with committed exhibition, performance or deadline dates.	\$500.00	Deadlines are: January 15 April 15 July 15 October 15

Eligibility

- Individual artists or groups without formal non-profit designation.
- At least 17 years-of-age by the application submission date.
- The project must benefit the Kalamazoo community, i.e. being located in the Kalamazoo community, benefiting a local artist or an artist having strong ties to the Kalamazoo community.
- Must be an active, paid member in good standing of the Arts Council of Greater Kalamazoo.
- Applicants with unmet obligations on prior grants i.e. late/incomplete reports may not apply, and applicants are only able to receive funding in one grant category per year.

Criteria

Applications are worth a total of 100 points, divided up and reviewed upon the following criteria:

- Artistic merit and/or impact and benefit to the artist (40 points)
- Connection and/or benefit to Kalamazoo Community (40 points)
- Budget (20 points)

Project Description

In no more than two pages, describe your proposal. Expand on the who, what, where, when, why, how long and how much. Be as specific as possible, including dates, amounts and community partners, etc:

- Project Summary
- What is the immediate need or unexpected expense?
- What is the Project timeline?
- How will this project benefit your artistry and/or artistic career?
- How will this project connect to or benefit the Kalamazoo community?

Budget

- Include an itemized budget. **Your request for funding may not exceed 50% of the total proposal budget.**

Attachments – Required and Optional

Please note required formats.

- All attachments (narrative, budget and additional attachments) must be in a PDF format.
- Additional attachments are not required. However, work samples or letters of support are welcome. A maximum of three attachments will be accepted.

E-Grant Application Instructions

Applicants must apply using the e-grant system online at <https://kalamazooarts.slideroom.com>; No other forms of application will be accepted, and no additional copies need to be provided. If you have any questions on this system, or any of its parts, please contact the Arts Council at 269.342.5059 during business hours, 9:00 a.m. to 5:00 p.m. Monday – Friday.

All applicants will be charged a non-refundable \$5 processing and submission fee.

Questions? Please contact the Arts Council of Greater Kalamazoo

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