

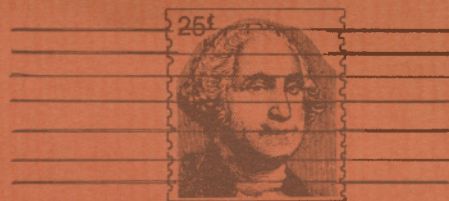
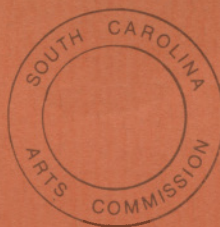
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STATE DOCUMENTS



grants packet

South Carolina Arts Commission

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south carolina arts commission
829 richland street
columbia, south carolina 29201
(803) 758-3442

i. about the Commission

THE COMMISSION The South Carolina Arts Commission is an agency of state government, established in 1967, to support and develop the arts throughout the state. The Governor appoints 9 members to the Commission, private citizens known for their professional competence and experience in connection with the interpretive and creative arts.

Current members of the Commission are: Douglas A. Smith, Chairman (Greenville); John Acorn (Pendleton); Clarence Addison (Clemson); Dr. John Baker (Florence); Dr. Donald Gillis (Columbia); Robert E. Marvin (Walterboro); Mrs. Gordon B. Stine (Charleston); Dr. Lawrence Vanella (Charleston); and Dr. Franklin West (Florence).

THE STAFF A staff, headed by an executive director and organized into four divisions, provides the agency with professional administration of Commission programs.

GOALS AND OBJECTIVES The Commission provides a wide variety of programs and services in all art forms (music, dance, theater, crafts, architecture and environmental arts, media arts, literature, visual arts, among others), which have been designed to reflect the objectives defined by the legislature and to further the following goals:

- 1) To stimulate and encourage the study and presentation of the performing and fine arts;
- 2) To encourage public interest in the cultural heritage of the State and to expand the State's cultural resources;
- 3) To encourage the development of the arts as an integral part of the learning process in our educational system;
- 4) To insure that each citizen, regardless of geographical location, financial or social condition, age, race or special condition, shall have access to quality arts programs;
- 5) To support South Carolina citizens actively involved in the arts as creators, participants or audiences;
- 6) To provide quality professional arts resources to the State; and
- 7) To encourage and assist freedom of artistic expression essential to the well-being of the arts.

ii. information about grants

ELIGIBILITY The South Carolina Arts Commission (SCAC) awards grants to organizations and individuals residing in the State for arts projects and activities. To be eligible an organization must:

- 1) be chartered in South Carolina as a non-profit organization to which donations are allowable as a charitable contribution under Section 170(c) of the Internal Revenue Code;
- 2) comply with Fair Labor Standards and pay professional performers, artists, related and supporting personnel, laborers and mechanics at the minimum compensation level for persons employed in similar activities;
- 3) comply with the Civil Rights Act of 1964 and the Rehabilitation Act of 1973, as amended, which bar discrimination on the basis of race, color, national origin, sex or handicap.

- GRANT YEAR** The fiscal year (July 1 through June 30) for which funds are requested. Applications will not be accepted earlier than twelve months prior to the beginning of the project.
- Summer Projects**—Apply for the grant year in which the project will begin.
- MATCHING FUNDS** In general, grants to organizations will not exceed one-half (50%) of the total project cost. The grant recipient must therefore supply matching funds at least equal to the amount of the grant.
- Matching Funds** are local funds pledged in support of the proposed arts project, and may consist partly of well-documented in-kind services.
- IN-KIND SERVICES** Those services donated in support of the project which might otherwise have to be purchased. Examples are contributed office space, facilities rental, utilities, telephone, postage, publicity and advertising, transportation, printing, supplies and equipment, and volunteer services.
- Volunteer Services** furnished by professional and technical personnel, consultants, and other skilled and unskilled labor, may be counted as in-kind contributions, so long as the services are in the same skill for which the volunteer is normally paid.
- AREAS NOT FUNDED** No grant funds may be used for capital improvements, construction or renovation; purchase of permanent equipment; or hospitality costs. Nor may they be used to offset deficits or for general support. Grants funds can not generally be used to pay students or non-professionals taking part in an arts project or performance.
- In general, the SCAC does not fund student publications, projects on university campuses which exclude non-students, or private organizations that are exclusive in nature. No grants will be given to South Carolina artists to tour outside the state.
- GRANT PAYMENT** In general, grant funds are released after the final evaluation report has been approved. Requests for interim payments should be submitted on the proper pre-payment request form, and must be accompanied by a letter clearly stating the need for grant funds. If approved, a pre-payment request generally takes two weeks to process, but may take longer.
- CONTINUING PROJECTS** Grants are awarded for one grant year only. Funding for a second year may be requested on a basis of decreasing SCAC support and increasing local support, if a plan for becoming independent of Commission support is furnished with the application. Re-application is required, and in no case will funding be extended beyond three years for the same project.
- APPLICATIONS** Applicants are encouraged to carefully read the guidelines and information contained in this brochure, and to discuss their proposed arts project with SCAC staff, before submitting an application. **Only complete applications are considered.**
- CREDIT** All organizations and individuals receiving grants from SCAC must include the following credit line in all advertising, news releases, printed programs, promotion and publicity, prominently positioned near the name of the sponsoring organization or individual:

WITH THE SUPPORT OF THE SOUTH CAROLINA ARTS COMMISSION

In addition, all printed programs and related materials must include the following:

This attraction was made possible with the support of the South Carolina Arts Commission, a state agency, and the National Endowment for the Arts, a federal agency. The Commission offers a wide variety of programs and services in all arts disciplines. For information on how the South Carolina Arts Commission can support arts activities in your community, contact: The South Carolina Arts Commission, 829 Richland Street, Columbia, South Carolina 29201. Phone: (803) 758-3442.

REVIEW CRITERIA When evaluating grant applications the Commission looks for the following:

- 1) Projects which are of high artistic quality.
- 2) Projects which involve in the planning, direction and implementation, artists whose work is of professional quality. The SCAC staff can assist you in locating such artists.
- 3) Projects which involve cooperation among existing arts and community organizations.
- 4) Projects which serve people not generally involved in the arts.
- 5) The applying and/or producing organization's ability to carry out the project.
- 6) Projects which can eventually be supported without SCAC funding.

iii. grant-in-aid categories

COMMUNITY PROJECTS

Grants are available to non-profit community organizations to sponsor workshops, festivals, exhibits, classes, arts camps, artists' residences, commissioning of works of art, community outreach activities, or other worthwhile arts project which would advance the goals of the SCAC and the arts in South Carolina.

In every case the sponsoring organization should plan to use professional, practicing artists as instructors and/or performers.

GRANT AMOUNT: Matching grants, amount open.

DEADLINE: Applications for FY 77 projects must be postmarked no later than: June 1, 1976 for projects beginning after July 1, 1976; or September 1, 1976 for projects beginning after November 1, 1976.

Applications for FY 78 projects must be postmarked no later than: March 1, 1977 for projects beginning after May 1, 1976; and September 1, 1977 for projects beginning after November 1, 1976.

IN-RESIDENCE PERFORMING ARTS

Grants are available to any non-profit organization to sponsor short-term residencies by professional performing artists or companies. The residency must be of the highest possible quality, and should consist of public performance(s) and at least one workshop, master class, lecture-demonstration or other educational activity. University based residencies must actively encourage community participation/attendance.

Priority will be given to those requests which indicate that a large cross-section of the community will be involved.

GRANT AMOUNT: Matching grants, amount open.

DEADLINE: Applications for FY 77 projects must be postmarked no later than: June 1, 1976 for residencies beginning after August 1, 1976; and December 1, 1976 for residencies beginning after February 1, 1977.

Applications for FY 78 projects must be postmarked no later than: June 1, 1977 for residencies beginning after August 1, 1977; or December 1, 1977 for residencies beginning after February 1, 1978.

CONSULTANTS Grants are available to any non-profit organization to engage highly qualified consultants to solve special administrative, artistic or technical problems. The consultant engaged must be a professional expert in the appropriate field. The maximum consultant's fee allowed is \$100 per day.

Applications must be accompanied by a resume of the potential consultant(s) being considered for the project.

GRANT AMOUNT: Matching grants up to \$750 with most less than the maximum.

DEADLINE: Applications must be postmarked no later than four weeks prior to the anticipated project date.

REPORTING: The consultant engaged under grant funds must furnish a written report to the SCAC and the grantee organization, detailing his recommendations within 30 days after completion of his work.

IN-SERVICE TRAINING This category is designed to enable professional staff members of community arts councils or other non-profit arts organizations to develop their professional skills through attendance at seminars, workshops, institutes, or other educational programs of short duration and which are directly applicable to the function of their position with the arts organization.

Grants will be awarded only for the training of staff members who are responsible for one or more phases of the administration or artistic direction of an arts activity, program, or organization.

GRANT AMOUNT: Matching grants up to \$750 with most less than the maximum.

DEADLINE: Applications must be postmarked no later than four weeks prior to the date of the training program.

REPORTING: The participant must furnish a written report to the SCAC detailing the subject matter covered, and how the information gained can be applied to his/her particular situation.

PERSONNEL DEVELOPMENT Grants for salary assistance for professional managerial, technical or artistic personnel are available to any non-profit arts organization with a paid director and/or manager, which has been providing arts services for at least two years. Funds are awarded only for new positions that fit logically within the structure and concept of the organization, on full or part-time basis. Funds are not available to employ staff assistance for short-term activities.

RESTRICTIONS: If this is the first major application from an organization, the SCAC will participate in the interviewing of final candidates. Any changes in personnel or the nature of the position must have prior written approval of SCAC.

GRANT AMOUNT: Matching grants up to \$6,000.

DEADLINE: Applications for FY 77 must be postmarked no later than June 1, 1976. Applications for FY 78 must be postmarked no later than March 1, 1977.

REPORTING: In addition to the final evaluation report required of all grantees, the person employed under grant funds must submit brief quarterly reports concerning activities undertaken during each quarter; and the grantee organization shall submit an interim evaluation of the employee and the effectiveness of the position.

NOTIFICATION: On or about July 1, 1976 for FY 77 applications; on or about May 1, 1977 for FY 78 applications.

iv. special grant programs

The Commission offers three grant programs on a first-come basis, until the funds allocated for each program have been committed. Requests for the appropriate application form should be directed to the Grants Coordinator well in advance of the anticipated project date.

DANCE TOURING Grants are available to South Carolina sponsors of the NEA's Dance Touring Program, and may provide up to 1/3 of the company's quoted minimum fee or \$3,000, whichever is less. Applicants must meet all NEA qualifications and are encouraged to apply to the SCAC early in spring. NEA Dance Touring funds are generally reserved by March 1.

TICKET SUBSIDY Grants to provide free tickets to arts events to economically disadvantaged persons, are available to non-profit organizations. Performing arts organizations may apply to provide tickets to their own productions. An organization is eligible for one grant in each half year (July through December; January through June).

GRANT AMOUNT: Matching grants up to \$200 per grant.

DEADLINE: Applications must be submitted no later than two weeks prior to the event.

CONTEMPORARY ORCHESTRAL MUSIC RENTAL Grants are available to community symphony orchestras for the rental of contemporary compositions for their concert seasons. Grants will be limited to \$250 per orchestra until October 1, after which date any remaining funds will be available on a first-come basis, for rentals of additional compositions.

v. assistance to individuals

YOUTH FILM PRODUCTION Non-matching grants are available to young persons wishing to explore the creative possibilities of Super-8 filmmaking, through undertaking to complete a short (20 minute or less) Super-8 film. Previous experience in filmmaking is helpful, but not essential.

Projects undertaken with grant funds must be completed within the grant year (by June 30). Applicants should apply about four weeks before the date they wish to begin filming.

INDEPENDENT FILM PRODUCTION One non-matching film grant of up to \$4,500 will be awarded annually to enable a South Carolina filmmaker of exceptional promise or proven professional ability to undertake and complete the production of a short (20 minute or less) 16mm film.

CRITERIA: The primary criteria in the awarding of the film grant will be artistic excellence, imagination and discipline. The expressed concerns of the Commission are: 1) to assist those artists showing the greatest potential for professional accomplishment in the art of filmmaking; and 2) to create exhibition opportunities for the filmmaker and audiences for independent film throughout the state.

ELIGIBILITY: Applicants must be 18 years of age or older, and be established residents of South Carolina. Recipients of film grants may not reapply for three years. Regular state employees of SCAC and their families are not eligible to apply.

OBLIGATIONS: The recipient must complete production of the film within the grant year (by June 30). The first approved answer print will become part of SCAC's film and video archives, and additional prints must be made available for purchase by SCAC. The recipient will be expected to appear at 3 major exhibitions of the film, and be available to conduct other presentations for a nominal honorarium.

EQUIPMENT SUPPORT: The recipient will have access to: Eclair ACL camera, Nagra tape recorder, Sennheiser microphone, wide angle and zoom lenses, fluid-head tripod, and Colortran lighting kit. The Regional Film Editing Studio, located at the SCAC, has an 8-plate Steenbeck editor and sound transfer system, and is available at low cost for post-production editing.

DEADLINE: Applications must be postmarked no later than June 1. Announcement of award will be made by September 1.

APPLICATION PROCEDURES: Applicants should submit the following to the Grants Coordinator by May 1, to allow time for the SCAC Filmmaker-in-Residence to review the application prior to its submission to the jury by the June 1 deadline:

- 1) Name, address and phone number.
- 2) Detailed budget, script or storyboard, and shooting schedule.
- 3) Documentation of previous activity in filmmaking (film credits, resume, film prints, etc.).
- 4) Three letters of recommendation from persons familiar with your work.

FELLOWSHIPS FOR ARTISTS

Six fellowships of \$2,500 each will be awarded annually to enable South Carolina artists of exceptional promise or proven professional ability to set aside time and/or purchase materials or in other ways to advance their careers as producing artists. Recipients will be selected by juries chosen from among out-of-state professional experts in the appropriate art fields.

CRITERIA: The primary criteria in the awarding of fellowships will be artistic excellence, imagination and discipline. The expressed concern of the Commission is to assist those artists showing the greatest potential for professional accomplishment.

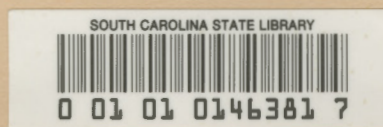
ELIGIBILITY: Applicants must be 18 years of age or older, and be established residents of South Carolina. Artists receiving a fellowship will not be eligible to reapply for three years. Regular state employees of the SCAC and their families are not eligible to apply.

FELLOWSHIP CATEGORIES: Fellowships of \$2,500 will be awarded as follows:

- 3 in Visual Arts (including photography and video)
- 1 in Crafts
- 1 in Music Composition or Choreography
- 1 in Literature (poetry, playwriting, or fiction)

FELLOWSHIP OBLIGATIONS: Recipients will not be required to pursue any specific project during the fellowship period, but must expend funds by the end of the fiscal year (June 30).

DEADLINE: Applications must be postmarked no later than June 1. Announcements will be made by September 1.



APPLICATION PROCEDURES: Applicants should submit the following to the Grants Coordinator:

- 1) Name, address, phone number and category of application.
- 2) Statement of purpose or outline of direction that would be pursued if fellowship were awarded (this need **not** be a project description).
- 3) Documentation of activity in the category of application (slides, portfolio, writing samples, recording, videotape or notification of live performance, etc.).
- 4) Three letters of recommendation from persons familiar with your work.

vi. services

SCAC STAFF The South Carolina Arts Commission staff is available to help artists, arts organizations and community groups as consultants in the performing, visual and media arts and filmmaking; in public relations and promotion; in the preparation of grant applications; and in planning arts projects.

PUBLICATIONS The SCAC offers several publications of interest to arts-related groups and individuals:

- 1) The **Grants Packet** gives specific guidelines for grants and other services available from the SCAC.
- 2) **Artists-in-the-Schools Program** brochure describes those programs in detail.
- 3) **Artifacts**, a bimonthly publication to community and neighborhood arts groups, describes model programs in the state.
- 4) **South Carolina Directory of Performing Musicians** identifies performing musicians in the state as a service to potential sponsors.

The National Endowment for the Arts' **Guide to Programs** and grant application forms are usually available at the Arts Commission office.

APPLICATION FORMS Application forms for all South Carolina Arts Commission grant programs are available from:

Grants Coordinator
South Carolina Arts Commission
829 Richland Street
Columbia, South Carolina 29201
(803) 758-3442



grants packet

