

The South Dakota Arts Council makes quality arts accessible throughout the state by providing grants to South Dakota nonprofit organizations and South Dakota artists with funding from the National Endowment for the Arts and the State of South Dakota.

The upcoming grant cycle supports activities, events, programs, or projects planned to take place **July 1, 2024 - June 30, 2025**. This document covers eligibility requirements and scoring criteria for upcoming grant opportunities.

DEADLINE: March 1, 2024, at 11:59 pm Central. Late applications will not be accepted.

Program Description

Traditional Arts Apprenticeship Grants support master artists committed to teaching South Dakota's traditional arts and cultures to qualified apprentices. **Grants up to \$5,000** support the continuation of time-honored skills that are vital to strengthening cultural communities across the state.

The master and student artist(s) apply together. The grant provides funding for multiple teaching sessions (long-term), with the bulk of funds paying for the master's time (\$3,500-\$4,000), and the remainder paying for the student's expenses for tools, supplies and travel (\$1,000-\$1,500).

DEFINITIONS:

Traditional Arts (or Folk Arts): The artistic practices that have endured through several generations and reflect a cultural community's history, heritage, or values. The skills are usually learned informally and passed on from one generation to the next by observation and imitation rather than through academic or formal means. Traditional arts are contemporary and change to reflect current events, values, and the artists' aesthetic. A few examples include Lakota games and powwow regalia, Mexican American mariachi music and ballet folklórico dance, Scandinavian weaving, Black Hills woodcarving, Hutterite crocheted rugs, family quilts, old-time fiddle tunes, and Ethiopian embroidery and drumming, and more.

Examples that are not traditional include: the work of professional teachers or contemporary studio craftworkers, recreations of antiques or past traditions like mountain man crafts, artists not supported by a cultural community, or contemporary interpretations of traditional art forms (for instance, a theater artist who wants to create a performance based on traditional story).

Cultural Community: A distinct group of people that share a history, a geographic location, life experiences, common values, artistic practices, and traditions. Typical communities are ethnic, tribal, occupational, regional, or religious, but also include family and communities of practice rooted in tradition. The master artist and the apprentice must come from the same or related cultural community.

Apprenticeship: A time-honored system by which skills, techniques, values, and artistry are learned under the guidance of a recognized master. An apprenticeship is different from private lessons and should include cultural and historical information related to the cultural group.

Master Artist: Someone who is recognized by his or her community and peers as an exemplary practitioner of a traditional art form.

Apprentice: Someone who learns under the guidance of a master artist. Prospective apprentices should have some prior experience in the traditional art form they wish to learn and have a serious long-term commitment to the continuity of the art form and its community.

Program Requirements

Read ALL the guidelines prior to applying for ANY SDAC grant. Applicants that **do not** meet the eligibility requirements **will not be reviewed**. Contact SDAC staff with any questions regarding eligibility.

ELIGIBILITY:

- Grants support between 100 and 120 hours of instruction over a 6-to 12-month period.
- Applications **cannot include** more than 3 apprentices.
- Apprentice(s) **must reside** in the state of South Dakota or within the borders of the state's nine federally recognized Tribal reservations for at least one year at the start of the grant (**July 1, 2024**) and remain a resident through the end of the grant (**June 30, 2025**). The master artist may reside in South Dakota or a nearby state. *(In the case of an out-of-state master artist, all payments will be made to the in-state apprentice, who is then responsible for paying the master's fee.)*
- Apprentice(s) **must be** at least eighteen and **cannot** be pursuing a high school diploma, or graduate, undergraduate, or professional degree.
- Master Artist and Apprentice(s) **can only** apply for one grant per cycle.
- South Dakota Arts Council board members and staff **cannot apply for this grant**.
- Previous **Artist Fellowships** and **Artist Collaboration** recipients cannot apply for **any grants** for a three-year period. (See GRANT GUIDELINES [[linked here](#)] for a full list of restrictions on page 14.)

Grant Review

SDAC staff review applications for eligibility and will contact applicants if issues arise.

Grant review panels evaluate applications and assign points based on the artistic merit and artistic excellence of each proposal. Panels consists of in-state and out-of-state professionals, with knowledge and experience in traditional arts, and are facilitated by an Arts Council Board and SDAC staff member. Service on panels is limited to two years.

SDAC staff submits funding recommendations from grant review panels to Arts Council board members for consideration and to facilitate final funding decisions.

The SDAC reports the names of panelists and grantees in our Annual Report to the Legislature. After notification, any applicant may ask SDAC staff for a summary of the panel's comments.

The SDAC is looking for individuals with experience and/or expertise in the arts to serve as panelists. Please, fill out the nomination form online [[linked here](#)] or contact SDAC staff if you are interested.

Review Criteria

Grant review panels evaluate applications and assign points based on the artistic merit and artistic excellence of each proposal. Project Grants carry a maximum of 90 points.

ARTISTIC EXCELLENCE (50 points (Master Artist)/10 points (Apprentice(s)))

Artistic excellence is evaluated based on the:

Quality of the artist's record of work and/or proposed work and the relevance to the artist's career.

Panelists assess the work samples/support materials as they relate to the overall application to determine **artistic excellence**.

ARTISTIC MERIT (30 points)

Artistic merit is evaluated based on:

- Proposed work is relevant to the master artist, apprentice, and shared community.
- What is the impact of the proposed work, for example, how committed are both artists to the continuation of the practice in their shared community?
- How feasible is the work plan and does the budget/narrative responses reflect a well-planned scope of work?

How to apply

Read ALL the guidelines prior to applying for ANY SDAC grant. Incomplete applications will not be reviewed.

DEADLINE: March 1, 2024, at 11:59 pm Central. Late applications will not be accepted.

Applications must be submitted **ONLINE** at <https://sdac.gosmart.org/>.

Staff will consider and do our best to accommodate the needs of all applicants. If you need support with an online application, contact Kate Vandel as soon as possible. (605-773-5925 or kathryn.vandel@state.sd.us).

Draft Review

SDAC will review a draft proposal and provide feedback; we request that applicants submit their draft two weeks prior to the submission deadline.

DRAFT REVIEW DEADLINE: February 13, 2024, at 11:59 pm Central.

Resources

General SDAC Grants Webinar

Traditional Arts Apprenticeships Q&A Sessions

Time: Feb 7 2024, 03:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84352715861?pwd=a2hSYjMmZm80ZTVkYnlEb1JNZDF2UT09>

Meeting ID: 843 5271 5861

Passcode: 728455

Time: Feb 20, 2024, 03:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84352715861?pwd=a2hSYjMmZm80ZTVkYnlEb1JNZDF2UT09>

Meeting ID: 884 1714 7969

Passcode: 986707

Grant Applicant Portal

Planning materials and application templates are available on the SDAC website [\[linked here\]](#).

Staff Contacts

Contact Annie Hatch, SD Traditional Arts Consultant, to discuss your proposal (605-608-0490 or sdtraditionalarts@outlook.com)

Contact SDAC Staff to ask questions and discuss potential applications. Staff are generally available Monday through Friday between 8 am and 5 pm Central Time. General SDAC Staff (main line): 605-773-3301.

Grant Application

The remainder of this document is intended to supplement and clarify specific sections of our grant application.

“Grant Application Templates” for each grant category are posted on our website. These documents provide all of the required fields for the online application. We suggest you use the “Grant Application Template” and compose your narrative responses offline to ensure accurate spelling and grammar. You can then COPY and PASTE your responses into the online application. Planning materials and application templates are available on the SDAC website [\[linked here\]](#).

BUDGET

Applicants provide detailed expenses and income (cash contributions both SDAC and non-SDAC). **All expenses must be solely for the purposes of the grant, occur during the grant period, and in accordance with the agreed guidelines and provisions of the award.** (*Budget terms and definitions, page 7*)

WORK SAMPLES/SUPPORT MATERIALS

ALL APPLICANTS must provide a minimum of 1 and maximum of 20 **work samples** (**20 total** across all file types/media) and a minimum of 1 and maximum of 10 **support materials** (**10 pages total** across all materials).

- Submit your works in the order in which you would like them to be viewed. We recommend starting with your strongest work sample. Panelists want to see a range of work related to your application, dedication to the field, your craft, and your potential.
- Panels prefer work created within the last 3 – 5 years. Older samples may be submitted with an explanation.

If your application **does not contain work samples/support materials**, the panel will not have enough information to gauge the quality of your work. As a result, your application **will be considered incomplete and will not be reviewed**.

WORK SAMPLES

Applicants have TWO options for submitting Work Samples:

- Upload individual files into your **Media Library** in GoSmart (online at <https://sdac.gosmart.org/>). Select and attach work from your **Media Library** to the application. The guidelines below detail what you can include your **Media Library** in GoSmart (online at <https://sdac.gosmart.org/>).
- Provide a single document of direct links to work samples. Upload a single file to the “Documents” section of your **Media Library** in GoSmart (online at <https://sdac.gosmart.org/>). Select and attach the document from your **Media Library** to the application. Work samples must still follow these guidelines. Provide direct links to work samples and an explanation of what panelists will be viewing; be sure content does not require a password or present access barriers. Include the name of the artist in the document title.
- If you are submitting a combination of file types (i.e., videos and audio), **you cannot exceed a total of 10 samples for each artist.**
- If you are submitting a combination of uploaded materials (files) and direct links (to outside web-based sources), **you cannot exceed a total of 10 samples for each artist.**

Allowable file types and media restrictions:

IMAGES: Individual images may not exceed 4MB/image. Allowable image files: JPG, JPEG

AUDIO: Samples do not need to be professionally produced but MUST be easy to hear. All samples should be cued to the most relevant activity. **Individual audio files may not exceed 10MB/sample (max runtime 4 minutes/sample)**

Allowable audio files: MP3, WAV, AIF, WMA

VIDEO: Videos do not need to be professionally produced but MUST be easy to see and hear. All samples should be cued to the most relevant activity. Review panels will view the submissions from the beginning of the recording; therefore, submitting edited material will allow panelists to view your most representative work. **Individual video files may not exceed 150MB/video (max runtime 15 minutes/sample)** Allowable Video Files: MP4, MOV, MPG, MPEG, MXF, WMV

DOCUMENT: May provide a single document of direct links to work samples. **Individual documents may not exceed 4MB/file**

Allowable files: Convert Word (DOC) and Excel (XLS) files to PDF.

SUPPORT MATERIALS

Letters of Recommendation

Master Artist and Apprentice(s) **must each provide** 1 – 3 letters of recommendation from cultural community members, former teachers or students, or cultural institutions. Letters should address artistic excellence of the artists, the importance of this apprenticeship to the community and/or the potential success of the project.

Support Materials:

Applicants may include a maximum of 10 additional support materials (10 samples total across all file types).

- Submit your works in the order in which you would like them to be viewed. We recommend starting with your strongest materials. Panelists want to see a range of support of your work over time and prefer materials related to your work within the last 3 – 5 years.
- If you are submitting a combination of uploaded materials (files) and direct links (to outside web-based sources), you cannot exceed a total of 10 examples.

Include:

- Press: articles written about you or your work/the organizations or the work of the organization where you are featured or mentioned
- Reviews: critical reviews of your work/the work of the organization
- Audience reactions: social media posts about your work, in-person feedback, emails, letters
- Quotes, testimonials, feedback: similar to audience reactions, but these are triggered by you requesting this from individuals and participants (i.e. comments on an audience survey)
- Process photos and videos: any documentation of the art works before and after to show the context of the work. This may include footage/photos taken during an exhibit, performance, or activity.

Applicants have TWO options for submitting Support Materials:

- Upload individual files (maximum 10 pages) in the GoSmart application (online at <https://sdac.gosmart.org/>).
- Provide direct links to specific supporting materials (no more than 5 links). Provide direct links to materials and an explanation of what panelists will be viewing; be sure such content does not require a password or present other barriers access.
- If you are submitting a combination of uploaded materials (files) and direct links (to outside web-based sources), **you cannot exceed a total of 10 samples.**

If you have further questions about this grant program not answered in the guidelines, please contact **Annie Hatch**, SD Traditional Arts Consultant, to discuss your proposal (605-608-0490 or sdtraditionalarts@outlook.com).

Budget Terms and Definitions

Cash Expense: The dollar amount for all projected, eligible costs related to your grant proposal.

BUDGET EXPENSES: All **eligible costs** related to your grant proposal; paid during grant period (July 1, 2024 - June 30, 2025)

A. Master Artist Fee (\$3,500 - \$4,000)

- Master Artist Fee – Equals the planned number of lesson hours x \$35.

B. Travel Cost (Project-related): Expenses for transportation, lodging, subsistence, and related items incurred by those individuals who are on official business attributable to the planned project/work. SDAC's "travel reimbursement rates" are based on the State's written travel reimbursement policies and are as follows:

- **Mileage:** \$0.51/mile
- **Lodging:** up to a maximum of \$75 plus tax per day
- **Meals:** \$6 for breakfast, \$14 for lunch, and \$20 for dinner, up to a maximum of \$40 a day

****Meals/food is ONLY ALLOWABLE when related to travel.**

C. Related Supplies and Equipment - All expenses **identified with project** and not entered in other categories. Include equipment, tools, art and other supplies.

Grant funds will cover no more than \$1,500 of travel and supply costs. Additional costs over \$1,500 must be provided by the applicants.

BUDGET INCOME: All **revenue** related to your grant proposal; acquired during the grant period (July 1, 2024 - June 30, 2025).

A. SDAC Grant Request - Amount requested from South Dakota Arts Council in support of this project.

B. Applicant Cash - Funds from applicant's present and/or anticipated resources budgeted for this project.

Artist Restrictions

Recent Recipient – Artist Grant recipients are generally not eligible to apply for the **same grant for three years after the completion of their grant period**. For example, an artist with a grant that started on July 1, 2023, CANNOT APPLY for the same grant until the winter of 2026. Many artist grant categories carry specific exclusions, so check the table below for specifics. Not sure when you got your grant? Past lists grantee lists are posted by fiscal year (July 1 – June 30) online at <https://artscouncil.sd.gov/about/aboutindex.aspx>. The current fiscal year is FY2024 (July 1, 2023 – June 30, 2024).

Recent Recipient Grant Category	Can apply for these grants:	Cannot apply for these grants:
Artist Career Development	Artist Fellowship Artist Collaboration Artist Project Grant Traditional Arts Apprenticeship	Artist Career Development
Artist Fellowship	Artist Fellow Grantees cannot apply for any other artist grants for three years after the completion of their grant period.	Artist Career Development Artist Fellowship Artist Collaboration Traditional Arts Apprenticeship
Artist Collaboration (Primary and collaborating artist)	Artist Collaboration Grantees cannot apply for any other artist grants for three years after the completion of their grant period.	Artist Career Development Artist Fellowship Artist Collaboration Artist Project Grant Traditional Arts Apprenticeship
Artist Project	Artist Career Development Artist Fellowship Artist Collaboration Artist Project Grant Traditional Arts Apprenticeship	
Traditional Arts Apprenticeship (Master artist and apprentice)	Artist Career Development Artist Fellowship Artist Collaboration Artist Project Grant	<i>Master artist and apprentice must wait one grant cycle before reapplying for this grant.</i>