Touring Artist FY25 #TA **(TEMPLATE ONLY)**

Use this template to draft and organize your information. This document cannot be submitted as an application.
Complete and submit the application online [LINKED HERE].

Read the TOURING ARTS GUIDELINES before starting your application. POSTED ONLINE [LINKED HERE].

PROGRAM DESCRIPTION

The Touring Arts program is designed to:

- Increase opportunities for artists and ensembles to obtain successful touring engagements.
- Provide quality arts programming to schools and communities.
- Help make the arts available in all regions of the state.

Grants support touring by artists and ensembles within the state. Touring activities are restricted to those hosted by an eligible presenter *(South Dakota-based federally tax-exempt 501c3 nonprofit organizations, units of government, public schools, or nonprofit educational institutions)*. **To participate, artists must apply for endorsement on the South Dakota Arts Council's Touring Arts roster.**

DEADLINE: September 4, 2023, at 11:59 pm Central. Late applications will not be accepted.

ELIGIBLE ARTISTS:

- Professional artists in all arts disciplines are eligible to apply.
- Artists must be willing to travel throughout South Dakota and to work year-round with a variety of audiences.
- Artists who live and work in South Dakota, Indigenous artists, and artists who live in bordering states are given priority.
- In addition to these requirements, applicants must demonstrate they have a successful history of professional touring engagements (public event in a venue or venues within the state).

INELIGIBLE (CANNOT APPLY):

- Anyone younger than 18 years old.

HOW TO APPLY

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

Before uploading any documents, convert your document to a PDF.

The following documents are required for your application:

- Supplementary Materials – 10 materials maximum (including examples of promotional materials)
- Work Samples – 10 samples maximum

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).

Submit application online at https://sdac.gosmart.org. **DEADLINE: September 4, 2023, at 11:59 pm Central.**

Touring Artist FY25 #TA **(TEMPLATE ONLY)**

As you work through the application, click the "SAVE WORK" button at the bottom of each page of the application before proceeding. You can continue working through the application at any time.

If you have questions about the Touring Arts program, contact program coordinator Sarah Carlson, sarah.carlson@state.sd.us, 605-773-3102.

If you need technical support with an online application, contact Kate Vandel (605-773-5925 or kathryn.vandel@state.sd.us).

DEADLINE: September 4, 2023, at 11:59 pm Central. Late applications will not be accepted.

Submit application online at https://sdac.gosmart.org. **DEADLINE: September 4, 2023, at 11:59 pm Central.**

GRANT APPLICATION TEMPLATE
Applicants are required to answer the following questions on the online grant application.

ARTISTIC MERIT

Artistic merit is defined as your demonstrated ability or achievement, based on complete answers to the following application questions.

1. **PROGRAM DESCRIPTION** (10 points possible)

*When evaluating your **program description**, panelists assess how well you explain your/your ensemble's program, how well the project aligns to your primary audience, and your ability to enhance/supplement the Touring Arts roster.*

* Describe yourself/your ensemble to a presenter. (What is the proposed Touring Arts Program?) — *(Must be typed in the space provided. Max. 1000 characters.)*

Describe any additional program(s) that you will offer. These may include workshops, master classes, lecture demonstrations, arts education components, or residencies. *(if applicable - not required or scored)* — *(Must be typed in the space provided. Max. 1000 characters.)*

* Who is the primary audience? Will you directly engage specific age groups? If so, please select all the groups that will make up 25% or more of the audience. *(Select from options provided)*
Children/Youth (0 – 18)
Young Adults (19 – 24)
Adults (25 – 64)
Older Adults (65+)
No specific primary audience/General audience

GRANT APPLICATION TEMPLATE
Applicants are required to answer the following questions on the online grant application.

ARTISTIC MERIT

Artistic merit is defined as your demonstrated ability or achievement, based on complete answers to the following application questions.

2. **ARTISTIC GOALS AND EXPERIENCE** (10 points possible)

*When evaluating your **artistic goals and experience**, panelists evaluate how clearly you define your artistic goals, qualifications, and experience and how touring is authentically aligned with the goals, qualifications and experiences of the artist(s) involved. Panelists review biographies and determine whether these qualifications demonstrate a high level of experience and training to support the artistic goals.*

* **Explain the most important outcome or result you hope to achieve with your touring arts program.**	*(Must be typed in the space provided. Max. 1000 characters.)*
* **Address how touring fits into these goals.**	*(Must be typed in the space provided. Max. 1000 characters.)*
* **Describe the qualifications, and experience of the artist(s) involved.**	*(Must be typed in the space provided. Max. 1000 characters.)*

Artists/ensembles _may also_ upload résumé/biography for the people/artists involved.
Artist Résumé   *Upload a single document – 2 pages maximum*

Submit application online at https://sdac.gosmart.org. **DEADLINE: September 4, 2023, at 11:59 pm Central.**

GRANT APPLICATION TEMPLATE
Applicants are required to answer the following questions on the online grant application.

ARTISTIC MERIT

Artistic merit is defined as your demonstrated ability or achievement, based on complete answers to the following application questions:

3. **TOUR MANAGEMENT** (10 points possible)

*When evaluating your **tour management**, panelists assess how tours are managed, how programming is developed, and how programming is prepared for tour and audiences. Panelists also consider how the performance environment for the artist/ensemble is balanced with reasonable and informative expectations for a presenter.*

* **Describe the artist's or the company's management regarding touring and programming arrangements.**	*(Must be typed in the space provided. Max. 1000 characters.)*
* **Describe the basic space requirements for a performance, such as: Flooring, Stage Dimensions, Backstage Needs, Amplification, Lighting, Front of House Support, Backstage Support, and any other technical requirements.**	*(Must be typed in the space provided. Max. 1000 characters.)*

GRANT APPLICATION TEMPLATE
Applicants are required to answer the following questions on the online grant application.

4. **TOURING ARTS BUDGET**
SECTION 1: AVERAGE EXPENSES FOR ONE BOOKING
   A. **PRIMARY PERFROMACE CHARGE**
   What will you charge a presenter that books your primary performance?
   B. **ADDITIONAL PROGRAM(S) CHARGE** (IF OFFERED)
   What will you charge a presenter that books you for an additional program(s), like workshops, master classes, lecture demonstrations, arts education components, or residencies?

Workshops
Master classes
Arts education components/Lecture demonstrations
Residencies
Others, please list (with expenses) in the space provided:

SECTION 2: GRANT REQUEST FOR ONE YEAR OF TOURING
   A. **NUMBER OF ANTICIPATED BOOKINGS**
   How many times will you present your primary performance?
   B. **NUMBER OF ADDITIONAL PROGRAM(S)**
   How many times will you present additional program(s)?
   C. **TOTAL PROJECTED CHARGES FOR BOOKINGS**
   (Use the math below to determine this amount)
   D. **GRANT REQUEST FOR ONE YEAR**
   (NO MORE THAN 50% OF C. Total Projected Charges for Bookings)

To determine your total projected charges please do the following math:
First *determine C. PRIMARY CHARGES*
(Multiply) A. PRIMARY PERFROMACE CHARGE x A. NUMBER OF ANTICIPATED BOOKINGS = C. PRIMARY CHARGES
Next *determine C. ADDITIONAL CHARGES*
(Multiply) B. ADDITIONAL PROGRAM CHARGE x B. NUMBER OF ADDITIONAL PROGAMS = C. ADDITIONAL CHARGES
Finally *determine C. TOTAL CHARGES*
(Add) C. PRIMARY CHARGES + C. ADDITIONAL CHARGES = C. TOTAL PROJECTED CHARGES FOR BOOKINGS
Put the dollar amount you got in the final step as your response.

GRANT APPLICATION TEMPLATE
Applicants are required to answer the following questions on the online grant application.

ARTISTIC EXCELLENCE (30 points possible)

*When determining **artistic excellence**, panelists assess the **supplementary materials and work samples** as they relate to the overall application.*

5. Supplementary Materials

Supplementary materials should clearly represent the experience of the artist/ensemble.
You **must provide** a minimum of 1 and maximum of 10 materials (***10 materials total*** across all file types).
- Start with your strongest materials and submit in the order in which you would like them to be viewed.
- Provide a range of materials related to your work over the **last 5 years.**

Applicants have TWO options for submitting supplementary 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.** Include:
- Press: Articles written about you or your work in which you are featured or mentioned
- Reviews: Critical reviews of your work
- Letters of support: Letters/emails endorsing your work as a touring artist and must be signed by the letter writer
- Audience reactions: Social media posts about your work, in-person feedback, emails, letters

Direct Links: Applicants may include direct links to support materials (no more than 10 links total); be sure such content does not require a password or present other barriers to easy access. Please provide a short description of the media (such as video of educational outreach/programming, video of live performances/presentations, photos of events, publicity articles of events or programs, etc.) followed by the associated hyperlink. Be sure to include https:// in the links provided.

Examples:
Video of public performance – [https://…link to video]
Press on public art tour – [https://…link to article]
(Must be typed in the space provided. 1500 characters.)

Upload Materials: Applicants may upload materials (no more than 5 documents/10 pages total). Submit at least 1 and up to 5 support documents. *Before uploading, convert your document to a PDF.*

upload file
upload file
upload file
upload file
upload file

Artists/ensembles may also **upload a list of performances that have occurred within the past three years.**
The list of performances, which have occurred within the past three years, should demonstrate a capacity for expansion of engagements.
List of Performances   *Upload a single document – 2 pages maximum*

Submit application online at https://sdac.gosmart.org. **DEADLINE: September 4, 2023, at 11:59 pm Central.**

GRANT APPLICATION TEMPLATE
Applicants are required to upload the requested documents.
ARTISTIC EXCELLENCE (30 points possible)

*When determining **artistic excellence**, panelists assess the **supplementary materials and work samples** as they relate to the overall application.*

6. WORK SAMPLES

Work samples should clearly represent the experience of the artist/ensemble.
You **must provide** a minimum of 1 and maximum of 10 samples (***10 samples total*** across all file types).
- Start with your strongest materials and submit in the order in which you would like them to be viewed.
- Provide a range of materials related to your work over the **last 5 years.**

Applicants have TWO options for submitting supplementary 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.**
Include:
- Images/videos/samples that show the type of work you have done in the past –as well as showing that you can do the type work you plan to do.
- Images/videos/samples that show the type of work you plan to do.
- Images/videos/samples that show you working alongside the community or audience you will serve.

Use the **MEDIA LIBRARY** tab to upload and manage your media files. *The MEDIA LIBRARY is not your application. Applicants must attach work samples from the MEDIA LIBRARY to their application.* Use this **SECTION** to attach work samples to the application located in your MEDIA LIBRARY. Be sure to attach your best work to the application.

Learn more about that page and how to use the MEDIA LIBRARY by watching this video.

🖼 Attach Image	• You may attach up to 10 image file(s). • You have attached 0 image file(s). • Image file size must not exceed 4.00 MB.

🎵 Attach Audio	• You may attach up to 10 audio file(s). • You have attached 0 audio file(s). • Audio file size must not exceed 10.00 MB.

🎞 Attach Video	• You may attach up to 2 video file(s). • You have attached 0 video file(s). • Video file size must not exceed 150.00 MB.

📄 Attach Document	• You may attach up to 10 document file(s). • You have attached 0 document file(s). • Document file size must not exceed 4.00 MB.

Attached Media

Applicants can provide no more than 10 work samples total. Review the thumbnails below to ensure your intended media is attached.

Files will be viewed as shown below:

APPLICANT ASSURANCES

Submit application online at https://sdac.gosmart.org. **DEADLINE: September 4, 2023, at 11:59 pm Central.**

Touring Artist FY25 #TA **(TEMPLATE ONLY)**

Before you submit your application, review the entire application, and then print/save a copy of the PDF for your records. Once you submit your application you will not be able to make changes.

In checking these boxes, adding your (first and last) initials, and providing the date of your agreement, you certify that that you have read, understand, and agree to these statements.

* Guidelines Certification: I certify that I have read and understand the grant guidelines and meet the eligibility requirements.

✓ By checking this box, I agree that I have read, understand, and agree to this statement.

* True and Complete Certification: I certify that the application information is true and complete to the best of my knowledge. I understand and agree that any funds granted as a result of this application are to be used for the purposes set forth herein.

✓ By checking this box, I agree that I have read, understand, and agree to this statement.

* Authorized Individual Certification: I certify that I am the individual authorized to commit the applicant to abide by all relevant Terms and Conditions. In addition, I give the SDAC permission to duplicate submitted documentation for use in the grant review process.

✓ By checking this box, I agree that I have read, understand, and agree to this statement.

* Initials of authorized individual (applicant)   *(First and last initials only)*

* Date of submitted application (serves as date of agreement to above statements)   *(MM/DD/YYYY)*

Submit application online at https://sdac.gosmart.org. **DEADLINE: September 4, 2023, at 11:59 pm Central.**