



# Merit Awards Program Guidelines 2023

The Arts Commission's Merit Award program recognizes outstanding individual local artists working in the literary, performing, and visual arts. Four awards will be granted; one \$3000 award, one \$2500 award, one \$2000 award, and one \$1500 award.

## Eligibility

### Can Apply

Individual artists with residence or a creative studio within 30 miles of downtown Toledo, Ohio.

### Can NOT Apply

Artists currently employed by The Arts Commission or serving as members of The Arts Commission's Board of Trustees are not eligible to apply for a Merit Award.

Artists who are enrolled in a degree or certificate-granting program of any kind at the time of application are not eligible for a Merit Award. Applications will not be accepted before graduation date.

Artists who have previously received the Merit Award must wait three years to reapply, i.e. 2021 recipients may reapply in 2024.

## Application Deadline

Applications for the 2023 program **are extended until 11:59 pm (EST) on Thursday, November 16, 2023.**

## How to Apply

Review the guidelines of Merit Award at <https://theartscommission.org/artists/merit-awards>

Click on apply for grant button at <https://theartscommission.org/artists/merit-awards>

Submit your completed applications by the **extended deadline at 11:59 pm (EST) on Thursday, November 16, 2023.**





## Materials needed for application

All uploaded files should be titled LastName\_FirstName\_CV, etc.

Digital portfolio including:

### Visual

Six unique works created in the past three years, submitted as jpgs measuring 1200 pixels on the longest side

### Time-based

Minimum three work samples, completed within the last three years, as excerpts or entire works, no more than 10 minutes total.

### Performing

Six works performed within the past three years, as excerpts or entire works, no more than 10 minutes total. Please specify if the works performed are originally created, or cite the creator.

### Music Composition

Minimum three audio samples, as excerpts or entire works, maximum 10 minutes total, completed within the last five years.

### Choreography

Minimum three work samples, as excerpts or entire works, no more than 10 minutes total, completed within the last five years.

### Literary

Fiction/Non-Fiction manuscripts should be under 20 pages, double-spaced, of an excerpt of one recent work, or a selection of short stories or essays, completed within the last three years. Poetry manuscripts should be 10 pages, single- or double-spaced, no more than one poem to a page, completed within the last three years. Playwriting/Screenplay manuscripts should be under 50 pages, may be single- or double-spaced, of an excerpt of one recent work or a selection of one-acts, completed within the last three years.





## Materials needed for application

Description for each sample including title, dates created, materials/formats, and sizes/lengths where applicable

Resume or curriculum vitae (four pages maximum)

Artist statement (300 words maximum)

Bio (150 words maximum)

Award proposal (300 words maximum)

(Optional) media coverage or other publicity materials documenting creative activity

## Review Process

Applications will be reviewed by a review panel composed of artists and cultural leaders from other Midwest communities representing various artistic disciplines – literary, performing, and visual. The Arts Commission’s Chief Executive and Chief Operating Officers will be present during the review process to listen to the dialogue. The recommendations from the panel session will be reviewed and approved by The Arts Commission and will be officially announced in December. Recipients will be notified via email in advance.

## Review Panel Criteria

(Panelists are scoring your application based on the areas below.)

Outstanding technique or craft

Innovation of concept

Consistently high quality of work

Compares favorably to other works in the field regionally or nationally

Completeness or quality of application

## Grant Disbursement

Following the receipt of their signed Merit Award agreement, recipients will receive their approved grant in December, 2023.

Awards received through this program are considered taxable to the extent that is applicable by law. Please consult a tax professional for additional advice.





## Final Reporting

Final reports are due March 31, 2024, unless otherwise requested and approved in writing.

Final reports should be submitted by the above stated deadline via a digital form accessible at <https://theartscommission.org/artists/merit-awards>

Within one year of receiving the Merit Award, The Arts Commission may invite the awardee to have their current work showcased publicly – date, time and location to be determined. This awardee highlight may be included as part of an Arts Commission fundraiser, in collaboration with another Arts Commission program (i.e. Art Loop) or another partner opportunity.

