



# **John D. Mineck Fellowship Additional Information**

## **Requirements**

Fellowship Recipient will be required to sign a contract agreeing to the following terms:

- Fellow is required to provide a mid-term and final report to the Society during the award period, which describes progress made on the plan, any changes to the plan and the impact on artistic development. The reports may take the form of a conversation, email or a letter.
- Fellow must file a financial report to the Society at the end of the award period that outlines how funds were used.
- Fellow attends the John D. Mineck award presentation on or around October 1 in Massachusetts to briefly present on the impact the fellowship makes on their career.
- Fellow is requested to acknowledge funding by the John D. Mineck Foundation in any promotional materials, shows, events, or publications that result from award activities and notify the Society of publicity that results from the award.
- Fellow is required to make themselves available, on occasion, to the press to promote the award. This may include studio visits, photo shoots, interviews and events. Such promotional opportunities will be arranged directly through the Society of Arts + Crafts.

## **Uses of Fellowship Funds**

Eligible Uses:

- Opportunities for advanced study or apprenticeship with a significant mentor
- Attending professional development classes or workshops
- Equipment or supplies related to artwork
- Upgrade or rental of studio space
- Marketing and website development
- Travel related to artwork (conferences, expos, exhibitions, shows, etc)
- The portion of federal income taxes directly related to the fellowship income

Ineligible Uses:

- Purchase of real estate, rent for locations other than studio, mortgage payments
- Tuition or classes related to a degree



- Paying-off education loans or past debt

## Additional Information

- Grants are subject to state and federal income tax. The portion of federal income tax related to the income resulting from receiving the Artist Fellowship is an allowable expense in the application budget. Please contact the IRS or your tax preparer for further information.
- Incomplete applications will not be considered.

## Required Application Materials

1. **Narrative:** Describe how this fellowship would advance your artistic growth in the short term and the long term. Include the direction you plan to pursue and/or any activities you intend to undertake during the grant period. Not to exceed two pages.
2. **Current Resume.** Not to exceed two pages.
3. **Budget:** Include an itemized budget on how you plan to use the fellowship funds. Not to exceed one page.
4. **Ten (10) images of your work.** Detail images may be included.
5. **Image description document:** Include title, materials, dimension, techniques, date.

## How to Apply

- Applications for the 2023 John D. Mineck Fellowship are **due September 9, 2023**.
- To begin your application, click the “Apply Now” button below, enter your contact information, and pay the \$25 application fee.
- You will then be redirected to the attachment upload portal where you can add the files described in Required Application Materials.
  - You will receive an email with a link to this portal in case you need to finish your documents and return later.
- When you submit your application materials you will receive a confirmation email that your complete application has been received.

**Have Questions? Please contact Marcia at [director@societyofcrafts.org](mailto:director@societyofcrafts.org), subject line: Mineck.**