

## STUDENT ARTS GRANT GUIDELINES AND RESOURCES

The BabsonARTS Student Arts Grants provide funding for materials and supplies for specific artistic projects as well as mentorship and support from BabsonARTS resources, staff, and affiliates from the application process through execution of the project as needed. The goal of these grants is to support any interested Babson College student to pursue a creative project, whether identifying as an artist or not.

### Application Process

- Read the grant guidelines below.
- If you have questions or are seeking help regarding your application, email [babsonarts@babson.edu](mailto:babsonarts@babson.edu) to request a meeting. You will be contacted by a member of the BabsonARTS staff to collect some basic information about your project to match you with the most appropriate resource to help you with your application. Meetings can be held via video, phone, or in-person when feasible.
- Complete application and submit by the applicable deadlines below.
  - Fall and year-long project proposals are due by 5:00pm on September 15<sup>th</sup> of that semester. Projects that may require more complex planning or additional time and support are encouraged to submit proposals by 5:00pm on April 1<sup>st</sup> (prior to the requested fall semester) for an early decision award option.
  - Spring project proposals are due by 5:00pm on November 15<sup>th</sup> ahead of the grant award semester.
- Applications will be reviewed as a group after each deadline by the Selection Committee based on the details of the project proposal and how the project will contribute to the student in his/her/their artistic growth.
- All applicants will be notified, generally within two weeks, if they have received a grant. Applicants may be contacted during the selection process with questions or to discuss their projects in more detail.

### Eligibility Requirements

- Grants are only available to currently enrolled Babson students.
- Students may apply for individual or group projects.
- Applicants must be enrolled and in good standing.

### Award Ranges

Grant award typically ranges from \$100.00 - \$400.00, dependent on available funding.

### Deadlines and Requirements

- Grant recipients may use funds for supplies and materials for the awarded project. At this time funds cannot be used for services or consultants. Once approved, purchase or reimbursement requests must be made in a timely manner and account for shipping and handling time.
- It is preferred that supplies and materials be purchased directly by BabsonARTS based on specifications outlined by the grant recipient(s).
- Grant recipients can be reimbursed for purchases under the following guidelines:
  - Expense must be approved prior to purchase and must be made after grant is awarded.
  - Itemized receipts must be provided and should include vendor, date of purchase, and cost. If a receipt is only partially reimbursed, detailed costs of the reimbursable items are necessary.
  - Babson College is a tax exempt institution and tax will not be reimbursed on any purchases. Tax exempt documentation can be provided.
- Awarded projects, including purchases and submission of receipts for reimbursement, must be completed by the agreed upon deadline unless an extension has been approved in writing.
- Acceptance of the grant allows BabsonARTS to exhibit and/or photograph/record the finished project for use in future promotions and reports regarding the Student Arts Grants and BabsonARTS/Sorenson Center for the Arts.
- Grants may be cancelled at the discretion of BabsonARTS if the grant recipient(s) fail to respond to communications and/or fail to complete their project and may be barred from submitting future applications.

# BABSONARTS

## STUDENT ARTS GRANT APPLICATION

Grant Application for: **SPRING / FALL / FULL YEAR** Year: \_\_\_\_\_

### APPLICANT INFORMATION:

NAME: \_\_\_\_\_ PRONOUNS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS (Campus): \_\_\_\_\_

ADDRESS (Permanent): \_\_\_\_\_

UG / GRAD GRADUATION YEAR: \_\_\_\_\_ CONCENTRATION: \_\_\_\_\_

### PROJECT INFORMATION:

PROJECT TITLE: \_\_\_\_\_

PRIMARY ARTISTIC MEDIUM: THEATER / DANCE / MUSIC / VISUAL ARTS / FILM / AURAL ART / OTHER

IF OTHER, DESCRIBE: \_\_\_\_\_

COLLABORATORS (if applicable):  
\_\_\_\_\_

***Please answer the following questions as thoroughly as possible.***

1. What is your project idea/what does your project entail?

2. How will your project benefit you as an artist?





