



DC COMMISSION ON THE ARTS & HUMANITIES

**FY 2024 ART BANK PROGRAM GRANT**

**Applicants may submit one (1) Art Bank Program (ABP) grant application per grant cycle.**

**RFA RELEASE:** Monday, May 8, 2023  
**SUBMISSION DEADLINE:** Friday, June 30, 2023, 9:00 PM  
**FUNDING REQUESTS:** Individuals may apply for up to \$15,000

**APPLICATION QUESTIONS and UPLOADS (INDIVIDUALS)**

Please use this document to preview the application questions in the grant portal. It is recommended that you type your answers out in a separate word document before applying in the portal. For assistance contact Ron Humbertson, Art Collections Registrar | [ron.humbertson@dc.gov](mailto:ron.humbertson@dc.gov) or Lauren Dugas Glover, Public Art Manager | [lauren.glover@dc.gov](mailto:lauren.glover@dc.gov)

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**OVERVIEW**

**Applicant Name:** *(Name of applicant as it appears on the applicant's official tax documents.)*  
**(Required)**

**Eligibility Request Questions**

**Have you been a resident within a 50-mile radius of the District of Columbia for at least one year?**  
**(Required)**

**Have you read the guidelines for this grant program thoroughly and understood the process and conditions for applying to CAH?**  
**(Required)**

**Do you have a social security number or EIN number?**  
**(Required)**

**Individual Request Questions**

**Applicant Doing Business As:** *(Your legal name, or LLC name)*  
**(Required)**

**Applicant First Name:**  
**(Required)**

**Applicant Middle Name:**  
**(If applicable)**

**Applicant Last Name:**  
**(Required)**

**Applicant Suffix**  
**(If applicable)**

**Applicant Street Address:**  
**(Required)**

**Applicant City:**  
**(Required)**

**Applicant State:**  
**(Required)**

**Applicant Zip code:**  
**(Required)**

**Address Change:** *(Has your address changed in the past 12 months?)*  
**(Required)** *(note: If address has changed since your last awarded grant, you must update this information in the grants portal)*

**Ward:** *(Select the ward you live in Washington, DC. If you are a MD/VA applicant select N/A.)*  
**(Required)**

**Applicant Phone:**  
**(Required)**

**Applicant Email Address:**  
**(Required)**

**Applicant Website:** *(Applicant Website/Social Media Addresses)*  
**(If applicable)**

**Applicant Discipline:** *(Indicate artistic discipline from the drop-down menu.)*  
**(Required)**

**Type of Activity:** Select 01-Acquisition  
**(Required)**

**First Time Applicant:** Yes or No?  
**(Required)**

**SSN: Social Security Number or EIN:** Must use the same number across all documents requesting SS/EIN.

**(Required)**

### **Individual Request Documents**

**Artwork:** Upload up to 5 digital images. Digital images of the work must be numbered to correspond with the Image Identification List. Applicants must use the Media Viewer to upload each image file of prospective artwork for consideration. Example of File Labeling: 1\_ Artwork Title; 2\_ Artwork Title; etc.

**(Required)**

**Artistic Statement:** Please briefly describe (250 words or less) your art-making process and how it relates to the artwork(s) presented in your application. Discuss your approach to being an artist and the meaning behind the artwork you submitted in your application. Discuss any technical or material processes that go into creating this artwork. Consider the full evaluation criteria listed in the RFA in your response.

**(Required – 250 words max)**

**Artist Impact Statement:** Please briefly describe (250 words or less) how you represent and commit to the growth of the arts in Washington, DC, and how your artwork will support your practice and the DC arts community if included in the Art Bank Collection. Describe how your practice through education, exhibition, partnerships, or career has been part of the DC community. How would having your work in the Art Bank Collection support your goals as an artist?

**(Required – 250 words max)**

**Artist Resume:** Provide a current list of exhibitions; publications; commissions; collections; and education.

**(Required)**

**Image Identification List:** Submit a document listing the details of each uploaded artwork. The list should include the Artist Name; Title, Year; Medium; Dimensions; Single Artwork total cost or Artwork series total cost (If applicable). If a series, indicate how many pieces are in the application.

**(Required)**

**Statement of Certification:** Date must match that of the ABP application submission. Template found at: <https://dcarts.dc.gov/page/grantee-resources1>

**(Required)**

**Certificate of Clean Hands:** Issued within 30 days of the application deadline. Applicants may visit the following site to obtain more information: <https://mytax.dc.gov/>

**(Required)**

**Signed W-9 of the Applicant:** Revised W9 Form October 2018 version. Post office boxes are prohibited. The applicant's address MUST match the address in the grants portal, the address on file in the DC Government's PASS system, and the address registered in the DC Vendor Portal. Only the October 2018 version of the W9 form may be used and the form must be dated at the time of application submission: <https://dcarts.dc.gov/page/grantee-resources1>

**(Required)**

**Artwork Relationship and Copyrights Form:** Indicates applicant's right to submit the artwork for consideration for acquisition into the Art Bank Collection. Must be completed, signed and dated. Template found at: <http://dcarts.dc.gov/page/managing-grant-awards>

**(Required)**

**Individual Demographic Form:** Completion and submission of this form will have no impact on funding decisions. Responses are used for statistical and diversity inclusion purposes only and will not be seen by the grant review panel. Form found on grant application landing page.

[https://dcarts.dc.gov/sites/default/files/dc/sites/dcarts/page\\_content/attachments/Individual Demographic Overview 06.04.21 3 2.pdf](https://dcarts.dc.gov/sites/default/files/dc/sites/dcarts/page_content/attachments/Individual_Demographic_Overview_06.04.21_3_2.pdf)

**(Required)**

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