

The completed application may be emailed to alsachs@bellsouth.net or US mailed to the address below. Use the “insert” key when entering info into spaces.

Anne McKee Artist’s Fund

March, 2006

Dear Artist,

The Board of Directors of the Anne McKee Artist’s Fund is proud to offer grant opportunities to individual artists in the Lower Florida Keys. Since 1994, the fund has paid out nearly \$110,000 in grants.

The Anne McKee Artist’s Fund was created to give **project-based** assistance to individual artists. Grant acceptance is based in part on need (either financial or recognition), a history of dedication and excellence in your area of expertise and a continued commitment to the Key West cultural community.

The Board has set aside two grants to be awarded to young aspiring artists; one for \$300 to assist a younger child with artistic instruction, the other will be for \$1,000 and is intended for a child over 14 for either instruction or a project.

Applications must be **RECEIVED** no later than March 31, 2006. We cannot consider applications received after this deadline. Incomplete or illegible applications will also not be considered.

Please mail or deliver your completed application to:
1506 South Street,
Key West, Florida 33040.

If you have questions on completing the application, please direct them to Melissa Tausche at 305-295-8383. Due to the large number of applicants, we kindly request that you do not telephone for the Board’s final decision. All applicants will be notified by mail by May 31, 2006.

Thank you for your interest in the fund, we wish you success in your application.

Sincerely,

Melissa Tausche
President

Anne McKee Artist's Fund, Inc.

Instructions for all Grant Applicants

**The original and one photocopy of the entire application including questions is to be received by
March 31, 2006 at: 1506 South Street, Key West, Florida 33040.**

The completed application consists of the attached 2-page application and a narrative answering the questions on this page. Please answer all questions completely with as much detail as possible. Please type or print legibly. Late, incomplete or illegible applications will not be considered.

Examples of your work may be submitted in photo form. Please limit to 5 photographs. Samples will not be returned.

The following questions are required to be completed in detail for a complete application.

1. **Provide a brief narrative account of your career** describing your previous accomplishments. This account should include prizes, honors and grants or fellowships that you have received showing grantor and the inclusive dates of each award. We are also interested in contributions made to the Key West cultural community and non-profit organizations.
2. List of the following as applicable to your field.
 - a. **Writers** include give titles, names of publishers and dates and places of publications. Playwrights should include list of productions.
 - b. **Visual artists**, include a chronological list of shows, citing dates and places and a list of collections in which your work is represented. Forthcoming shows should also be listed.
 - c. **Composers and Song writers**, include a chronological list of your compositions, citing titles and dates, a list of your published compositions, citing the names of publishers and the dates of publication and a list of recordings.
 - d. **Performing Artists** including musicians, actors, dancers, include a chronological list of performances, contests, auditions, awards and scholarships received, citing dates and places. Include your performance ready repertoire as well as works in progress.
 - e. **Filmmakers** and Videographers, include a chronological list of your works, citing titles, dates of completion and dates and places of public showings of each.
3. **Description of Project:** Provide a complete description of the project for which the grant is requested and a statement of how it will be implemented. Include how it will benefit your career and/or the community.
4. **Grant Budget:** Please be very specific in how the grant monies you are requesting will be utilized or spent. Salary and living expenses are not acceptable.
5. **Demonstration of need:** Please provide a statement on why you need the grant, financial need and/or recognition for career advancement. How will the grant benefit your career and/or the community at large?

Note: Applicants not directly covered in the previous categories should follow the procedure outlined for the category closest to their own.

Please do not send original examples of your work. Should this be necessary for the Board's evaluation of your application, it will be specifically requested and instructions will be provided.

**Anne McKee Artist's Fund
Grant Application**

Personal Information:

Name of applicant _____ Date of Birth _____ Sex _____

Physical Address _____ Mailing Address _____

Phone _____ Alternate phone: _____

If you have no phone, please give name and number of someone who can contact you

Occupation: _____ Employer: _____ How long: _____

How long have you been in the Keys? _____

Do you live here full or part time? _____

Name and address of nearest relative: _____

Project Information:

Specific field of art in which your proposal lies: _____

Title of your project: _____

Amount requested: _____ (From \$200 to \$1,000) Projected completion date: _____

Taxable income for the previous calendar year (required to process your application): _____

**Please include narrative on separate sheet containing
information outlined on cover page.**

Education	Institution	Dates of study	Degree or certificate
High School			
Undergraduate			
Graduate			
Other (artistic, private or institutional)			

Professional or Civic organizations of which you are a member:

Applicant Name: _____

References: List the names of four persons who are familiar with your work and the Fund may contact for expert judgment concerning your abilities, especially in relation to your proposal for the use of the grant. All reference statements to the Fund are held in the strictest confidence.

Name	Address	City, state, zip	Phone	Position

I, _____, hereby give my consent to the Board of the Anne McKee Artist's Fund to contact the above listed persons regarding my work, my character, my need (financial and recognition) and my worthiness to receive the applied for grant.

Signature of Applicant

Date

You are advised that in accordance with the provisions of the Federal Tax Reform Act of 1969, all successful applicants of grants will be required to submit reports summarizing what they have accomplished with a complete accounting for the funds they have received at the conclusion of their project.

Any projects, recordings, exhibits, etc. that benefit from this grant will be advertised as:
"made possible in part by granting from the Anne McKee Artist's Fund."

Signature of Applicant

Date

Print name

Notes: Applicants will be notified in writing of the board's decision by May 31
Application must be legible and completed in its entirety or it will not be considered.
Application must be received by March 31, 2006 at:
1506 South Street
Key West, Florida 33040
Late applications will not be considered.