

HUNTINGTON ARTS COUNCIL
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LONG ISLAND GRANTS FOR THE ARTS

NEW WORKS ARTIST GRANT

GUIDELINES

Supporting artists in the creation of new work.

APPLICATION DEADLINE: Monday 9/1/2026, 5pm

****Applicants are strongly encouraged to submit one week in advance, at minimum, of the deadline. Please note that no late applications will be accepted and no exceptions will be made, including in response to technical difficulties.****

WHO MAY APPLY: Individual Artists ONLY

AWARD AMOUNT: \$5000*

PROJECT PERIOD: January 1 2027 – December 31, 2027

****New works Artist grants will be awarded at 100% of the \$5000 funding amount.***

The New Works Artist Grant for individual artists, supports local, artist-initiated activity, and highlights the role of artists as important members of the community. This regrant opportunity represents a “live & work” investment in local artists.

Individual artist projects must include a form of community engagement, to be determined by the artist. The purpose is to impact a segment of the community. This can take the form of a public program or engagement with community members during the creation of the artist’s work.

Artists are not expected to do both a public program and engagement with a segment of the community during the creative process. Rather, they can select the type of engagement that is appropriate for their project.

Statewide Community Re-grants (SCR) are county based. Community engagement must take place in the same county where the applicant resides.

Individual artists that have applied directly to the New York State Council for the Arts (NYSCA), regardless of funding status, for 2027 funding OR have received multi-year funding that includes FY 2027 are ineligible to apply for Statewide Community Re-grant (SCR) opportunities.

If you are awarded a New Works Artist Grant for a project taking place in 2026, you **are** eligible to apply for a \$1,000 Micro Grant for programming that takes place in 2026 and is open to the public.

Grant Requirements:

- Individual artists creating new, original work in all artistic disciplines.
 - Inclusive to artists at various career stages.
 - Quality & authenticity of the creative process.
 - Eligible projects must begin no earlier than January 1, 2027. Ongoing projects or the continuation or expansion of previously initiated work are not eligible for funding.
 - The artist engages the community as collaborators in the creation of their new work OR with an event or program that is open to the public that presents new works. ***You do not have to do both.***
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Eligible Applicants:

- Applicants **MUST** live in Nassau or Suffolk Counties at the time of application and for the duration of the project. Proof of residence is required to apply.
- Artists must be 18 years of age at the time of application
- **All Individual Artists may only apply under their own name using their own SSN.**

All applicants must attend a mandatory Information Session before applying for an SCR grant.

Individual artist applicants must be current New York State residents and must be residing in the county where their proposed project will take place. Proof of residency is required. All documents must contain the individual's name and address and documentation must be dated no earlier than two years prior to an application.

Acceptable proof of residency documents must include ONE of the following:

- Telephone bill
- Utility bill
- Credit card or bank statement (first page only; social security and financial information should be blocked)
- Current lease or mortgage agreement listing the artist's name and Nassau or Suffolk county address.
- NY State Driver's License or ID card
- Voter Registration Card

INELIGIBLE APPLICANTS

- Full time matriculated students
 - Any applicant incorporated as an LLC
 - Past grantees to any LI Grants for the Arts opportunity that have failed to submit final reports
 - Individual artists or organizations that have applied directly to NYSCA, *regardless of funding status*, for 2027 funding OR have received multi-year funding that includes FY 2027.
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Funding Criteria

All applications are evaluated based on the following criteria -

- **Applicant Profile:** Submit general information including contact information, electoral district numbers, and proof of residency.
- **Artistic** - Creation of new work. Description of clear concepts and the artist's creative process.
- **Community Engagement/Public Impact** - A community engagement plan that includes details of a public presentation of new work proposed *OR* community involvement/collaboration in the creation of the

applicant's new work.

**Community collaboration in creating new work only, does not require a public event.*

- **Managerial/Marketing Profile:** Describe your plan for marketing and promotion to engage the public in a community collaboration OR a public presentation. Include a timeline for publicity and promotion.
- **Budget:** Complete and detailed budget for total SCR award amount of \$5,000. Applications must include a balanced budget. A balanced budget will include the total project income, inclusive of the SCR grant funds that equals or exceeds, total program budget expenses.

The budget cannot be in deficit.

Additional Documentation Required -

- **Work Samples:** Images of applicant's work, links to videos of performances, recordings, or literary samples, etc. must be uploaded to the application.

Community Engagement/Public Impact Guidelines -

Public impact is evaluated by the quality and clarity of a project's outcomes, not solely by the number of people reached. Strong impact reflects meaningful engagement, community relevance, and clearly defined benefits. Applicants should clearly articulate who their project serves, why it matters, and the difference it will make.

Budget Guidelines

- Applicants may upload their completed budget in alternative formats if the excel spreadsheet provided is unavailable to them (e.g., PDF or JPEG/PNG image), however all budget files must be fully legible, with text clearly visible across all rows and columns. Submissions that are difficult to read or incomplete may negatively impact application scoring.
- The budget must account for 100% of the requested grant award and include only eligible expenses, as outlined in the guidelines. Applicants should review the list of ineligible costs carefully to ensure compliance.
- While individual expense amounts may change during the project period, the overall budget allocations, i.e. expense categories and distribution of funds, must remain consistent with those proposed in the application.
- If your total budget exceeds the \$5,000 grant award, clearly indicate the appropriate allocations and amounts. Be sure to identify and explain all additional funding sources, as requested in both the budget spreadsheet and the narrative section.
- Applicants are strongly encouraged to label their file clearly (e.g., "FINAL BUDGET") to avoid uploading a blank or draft version. Incomplete budget submissions will result in the application being ineligible for panel review and funding consideration.

The budget cannot be in deficit.

ELIGIBLE EXPENSES

- Artist fees for creating new work
- Marketing/publicity costs for presenting work to the public, or engaging the community in creation of work.

- **Consumable supplies** and materials needed for the execution of the project. Individual items may NOT exceed \$1,000.
- Project-related rental of space and equipment for presenting new work, or engaging the community in the creation of new work.

INELIGIBLE EXPENSES

Funding will not be provided for the following:

- **Permanent equipment**
- Start-up or seed funding for the establishment of a new organization
- Non-related arts activities that are recreational, therapeutic or rehabilitative in nature, including at-risk/social service programs when the purpose is primarily for rehabilitation, therapy, or worship.
- Food/Refreshments.

****Incomplete applications will NOT move forward to panel review for funding consideration****

If you have any eligibility related questions for the Statewide Community Re-grants Program contact peljaiek@huntingtonarts.org before submitting your application.

Panel Review Process:

Funding decisions will be made by a review panel administered by the Huntington Arts Council. They will evaluate and score submissions giving recommendations for funding. Panelists include community leaders and arts and culture professionals who have a vested interest in the arts and culture sector on Long Island.

******Refer to Appendix Attached for Rubric and Criteria Evaluation. ****

****Applications receiving below a 2 in any individual weighted criterion, are ineligible to be funded.****

Post Award Responsibilities

All funded New Works Artist grantees must complete the following steps:

- Submission of completed, signed Contract and W9
- Submission of completed Initial Project Schedule
- Display of LI Grants for the Arts logo and credit line on all marketing and promotional materials
- Submission of marketing and promotional materials for community engagement
- Final Report completed and submitted no later than 30 days after the completion of the funded program.

Optional Community Building Events:

- Attendance at HAC Share & Tell event to encourage connections and collaborations between SCR grantees.
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APPEALS

As part of the funding process, an applicant may appeal the funding decision. The following are valid grounds for appeal:

- Non-presentation of information:
Information known to the Council staff prior to the Council's decision that was not presented and that might have altered the decision.
- Misrepresentation of information:
Information known to the Council staff prior to the Council's decision that was changed in its presentation and that, if presented differently, might have altered the decision.
- Improper procedure:
Contention by the applicant that: 1) the review of the funding request by the appropriate panel was biased; 2) the decision by the Council was arbitrary and capricious.

NOTE: Dissatisfaction with the denial of an award or with the grant amount is not an eligible ground for appeal.

Appeals Process for Applicants:

- Denied applicants have 10 business days from funding notification date to appeal the funding decision.
- To begin the appeals process, the applicant must first speak with the SCR Coordinator to receive application feedback.
- Once the applicant has received application feedback, a formal letter to the Executive Director of the SCR site must be submitted, citing the specific ground(s) for the appeal, and requesting that the decision be appealed.

Appendix

Rubric - Panelist resource used to score New Works Artist Grant application.

CRITERIA	4	3	2	1
ARTISTIC New Work Creative Process Concept 50%	<ul style="list-style-type: none"> • Proposed work is new in a focused artistic discipline. • The concept and creative process are explained in detail and provide a clear description of the new work proposed. • New work reflects artistic growth. 	<ul style="list-style-type: none"> • Proposed work is new in an artistic discipline. • The concept and creative process are explained. • There is some new artistic growth evident. 	<ul style="list-style-type: none"> • Proposed work is not entirely new. • The concept and creative process are not clearly explained. • Artistic growth is not evident or not clearly defined. 	<ul style="list-style-type: none"> • The proposed work is not new • The focus of the project is not an artistic discipline • The concept and creative process are missing details or not relevant to the new work proposed.

<p>Community Engagement Public Impact 30%</p>	<ul style="list-style-type: none"> ● The applicant provides a clear, detailed plan to engage the community in creating their new work ● OR ● The applicant provides a clear, detailed plan to engage the community in a public event to present their new work ● The public impact is clearly stated, shows a demonstrable impact and is relevant to the community they wish to engage. 	<ul style="list-style-type: none"> ● The applicant provides a plan to engage the community in creating their new work ● OR ● The applicant provides a plan to present their work to the public ● The public impact is stated, and is relevant to the community they wish to engage. 	<ul style="list-style-type: none"> ● The plan to engage the community in creating the new work is not clear and is missing details. ● OR ● The applicant does not have a clear, detailed plan to present their new work to the public. ● Public impact of community engagement is not clearly stated and does not show a demonstrable public impact. 	<ul style="list-style-type: none"> ● There is no clear and detailed plan to engage the community in the creation of the new work ● OR ● The presentation to the public is missing details and is not relevant to the community ● There is no demonstrable public impact for the community.

Managerial Marketing Promotion 10%	<ul style="list-style-type: none"> • The marketing and promotion plan use a wide variety of different platforms. • The applicant shows an understanding of providing marketing and promotional materials that will engage the desired community in the creation of OR presentation of the new work. • The application includes a detailed timeline for promoting the community engagement OR presentation of new work. 	<ul style="list-style-type: none"> • The marketing and promotion plan use a few different platforms • The applicant shows some understanding of marketing and promotional materials needed to engage the community. • The application includes a timeline for promotion/ marketing of the community engagement or presentation of new work 	<ul style="list-style-type: none"> • Marketing and promotion focus mainly on one marketing platform • The marketing materials are not clearly focused on engaging the community • Timeline is missing key details 	<ul style="list-style-type: none"> • There is no timeline provided
Budget Soundness of budget Overall program feasibility 10%	<ul style="list-style-type: none"> • Budget is clear and balanced • Clearly relates to the proposed project as stated in the narrative • Fund allocations are specific to all eligible project income and expenses 	<ul style="list-style-type: none"> • Budget is clear and balanced • Fund allocations include eligible project income and expenses. • Budget relates to proposed project as stated in the narrative 	<ul style="list-style-type: none"> • The budget is balanced. • Budget is missing critical details related to funds allocations as stated in the narrative 	<ul style="list-style-type: none"> • Budget is balanced but: <ul style="list-style-type: none"> ○ No details are included ○ Lack of a revenue plan above SCR grant funding ○ OR budget is illegible or details

				cannot be viewed for scoring purposes.
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