



CMAB
Central MN Arts Board

HIGH SCHOOL SCHOLARSHIP GUIDELINES

Application Deadlines:

FY 2010

Wednesday, April 7, 2010
Review Date: May 10, 2010

FY 2011

Wednesday, April 6, 2011
Review Date: May 9, 2011

Applications must be in the CMAB office by 4:30pm on the deadline date

220 4th Avenue North, PO Box 458
Foley, MN 56329
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www.centralmnartsboard.org

CENTRAL MINNESOTA ARTS BOARD ARTS SCHOLARSHIPS

The Central Minnesota Arts Board awards one-time scholarships in the areas of: visual arts, music, performance arts, and literature. The scholarships are designed to help high school seniors who want to further their education in the arts. **Six students will be award scholarships of \$2,000 per selected student. Scholarships are renewable for up to an additional three years as long as the student is eligible.**

ELEGIBILITY CRITERIA

Applicants must currently attend high school and be a graduating senior at a secondary school and have permanent residence in Benton, Sherburne, Stearns, or Wright County at the time of application. Scholarships are not based on need. Scholarships are awarded on the CMAB's determination of artistic quality and merit, and on the Board's perception of the student's ability to accomplish their program of study. Original scholarships are contingent upon the CMAB obtaining funding from its funding sources. Scholarship recipients must attend classes full-time as defined by the accredited institution attended. Recipients cannot defer the start of their studies beyond the fall after their high school graduation. Recipients must remain registered as full-time students during their scholarship year. Applicants should apply only in the art discipline they plan to pursue. If applicant plans to double major in theater/music, for example, they may indicate this in their application and divide their art samples between the two disciplines.

HOW TO APPLY

- A. Applicants must submit a completed **original application and 11 copies of the completed application**
- **1 original signed application (labeled as original)**
 - **1 completed RAC Data Sheet**
 - **1 original** of counselor verification of grade point average
 - The most recent and complete high school transcript available for applicant
 - Recommendation letters from three different individuals
 - Art sample description – a brief paragraph, one for each, describing your art samples.
 - **11 collated copies** of items 1 – 6 above
 - Self-addressed, stamped postcard for notification of receipt of application (optional but recommended).
 - Up to 6 work samples of your art. (title, media, year completed, etc). 11 copies are only required for Literary art.
- B. Submit work samples as shown below:
1. **Visual Artists.** Up to 6 samples of your work may be submitted on a CD, DVD, or PowerPoint presentation. (Be sure to write your name on the CD or DVD.) Or you may submit Up to 10 standard 2" X 2" slides in a clear plastic sheet and clearly marked for correct insertion into a slide carousel. Write on each slide: a number, your name, the title of the work, and mark "top" to indicate the top of the image. Do not use oversized slides. **DO NOT USE LABELS:** they jam projectors.
 2. **Musicians/Composers.** CD or audiocassettes. Only standard audiocassette tapes, cued for review, will be accepted. The panel will review up to seven minutes maximum combined running time for all selections.
 3. **Performance Artists; Dance, Film, Video, Computer Artists.** Work samples may be submitted in the following formats:
 - A DVD (with start point indicated) or VHS videocassettes cued for review. The panel will review up to 7 minutes of combined running time for all selections.
 - Art involving a computer must be submitted on a CD-Rom or DVD

- If you are one of many performers on a videotape you must give a physical description of which performer you are in writing (i.e., "I am the actor in the yellow shirt").

4. **Literary Artists.** All written materials must be machine printed and submitted on 8-1/2" X 11" white paper, single sided only. Leave 1/2" margins (minimum) at top, bottom, and sides of each sheet. Use black type, 12 characters per inch or larger type style. Your name and daytime telephone number must be included at the top of the first page of your work sample in addition to the application cover page. If the sample is part of a longer work, one of the pages may provide a BRIEF summary or context for the excerpt. Total number of pages, including summary, may not exceed **10 pages**, even if your submission is made up of more than one literary type, i.e., poetry and fiction. Fiction or creative non-fiction: may include plays and scripts. Creative nonfiction may include essay, memoir, biography, autobiography, literary journalism, or historical narrative. Scholarly manuscripts, standard journalism, and translations will not be accepted. Submit your work in written form, not a video performance.

- C. After review, the CMAB will notify the successful scholarship applicants and their schools, and then will make their names available to the local media.
- D. Upon receiving proof of registration, a CMAB check will be issued to the post-secondary institution the recipient will be attending. Scholarship funds can only be used for items that can be charged directly to the institution; such as tuition, room and board, books, lessons, and other educational expenses.
- E. A self-addressed stamped envelope with enough postage, and large enough, to return your art samples to you.

NOTE: The quality of the work samples submitted is very important. Be certain your work samples are of the highest quality. They will be the primary consideration in the committee's decisions.

- F. Applications may be mailed to the Central Minnesota Arts Board office Mailing Address, dropped off at the CMAB office; a drop box is available after hours.

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P.O. Box 458
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- G. All applications must be physically in the CMAB office by 4:30pm on the deadline date. No exceptions

REVIEW SESSION

Who: The Board members of the CMAB review applications. *Applicants are responsible for the quality and scope of their application and supporting materials. Please check your mathematical calculations.*

When: The CMAB board reviews the grants for clarification at their first regular meeting after the grant deadline. Applications are then approved for an appropriate level of funding and then ranked.

How: Using a 1 (low) to 6 (high) scale, funding is awarded to applicants with the highest rankings until all funds are exhausted for that grant round. **An applicant must attain at least a 3.0 average score in order to be funded.**

GRANT CONTRACT AND DISTRIBUTION OF FUNDS

Awarded grantees must sign and return a contractual agreement **within 30 days** of notification. Failure to provide any required documents within the prescribed time can result in the cancellation of a grant commitment.

Note: If funds are refused within 45 days of receipt of grant notification, they will be offered to the next applicant in rank order. Returned funds or funds refused after 45 days will be applied to future grant rounds.

Note: If application is approved, purchase must be made within 12 months of the approval date.

GRANT APPEALS PROCEDURE

Any applicant, who can show causes that established grant review procedures were not followed or can show that the policies of the program are not equitable to all applicants, may file an appeal in writing within ten (10) business days of notification of the Boards decision on that application.

The Board's Executive Committee will review the appeal prior to the next scheduled board meeting. The Executive Committee will determine if sufficient cause exists for an appeal and if further investigation is warranted.

If the Executive Committee finds that there is cause for an appeal, they will bring the matter before the entire board, which shall make a final decision.

Note: There is no right of appeal to dispute decisions in respect to artistic quality or merit, ability or need.

The Central Minnesota Arts Board reserves the right to award one scholarship, more than one scholarship, or no scholarship, depending on the number and qualifications of the applicants.