



McKinnon Artist Mini Grant Application Guidelines

Submission Method

Applications must be submitted by the posted deadline (5PM) as a single PDF file via email to the Director of Miller Arts Scholars, Professor Mona Kasra: mona.kasra@virginia.edu. Only complete applications received by the deadline will be reviewed. Late or improperly submitted materials will not be accepted.

Please visit <https://artsscholars.as.virginia.edu/artist-minigrants> for additional information.

Eligibility

All Miller Arts Scholars, except those in the second semester of their fourth year, are eligible and must meet the following requirements:

- Enrolled and actively engaged in the College of Arts and Sciences, either through majoring or minoring in the college or through ongoing and measurable coursework within an artistic discipline in the college
- Have completed or be currently enrolled in CASS 1010 or CASS 1011 (in the spring semester, this requirement is waived for Arts Scholars admitted to the program during the spring semester of their second year)
- Maintained a minimum GPA of 3.4 in all arts classes and 3.2 at the University.
- Previous recipients of Artist (Mini) Grants are not eligible until an outcome statement for prior funding has been received.

Application Criteria

A limited number of McKinnon Artist Mini Grants (up to \$500) are available each semester. Grants are awarded on the basis of proposal quality, artistic merit and need, and active engagement in the Miller Arts Scholars program and its activities. Funding is intended to support projects that clearly advance the applicant's artistic development and contribute to their long-term creative trajectory.

A faculty advisory committee will review all proposals and determine final awards. Decisions will be based on:

- Artistic merit and potential for creative growth
- Overall clarity and quality of the proposal
- Demonstrated need and feasibility of the project
- Relevance to the applicant's past work and artistic trajectory
- Anticipated impact of the project on the applicant's development
- Level of participation and engagement in our departments and within the Miller Arts Scholars program

Important Notes

- In the fall semester, proposals are due before fall reading days. In the spring semester, proposals are due before spring recess.

- Funded proposals will usually be announced within 2-3 weeks of these deadlines and paid in full within a reasonable processing time after that.
- Awards are funded in full to Student Information System (SIS) accounts.

Required Materials

All required materials/documents must be combined into a **single PDF** titled:
“Lastname_Firstname_AMG_SEMESTER_YEAR_proposal.pdf.”

Applicants **MUST** include:

- 1. Completed/Signed Application Form**
- 2. Current Resume**
- 3. Proposal Overview with budget details** (max. 3 pages, single-spaced, 12-point font). May include images and media links with descriptions. This part of the document may be posted on our Miller Arts Scholars website if the grant is awarded.
- 4. Outcome Statement** (required if project is funded), reporting on results and expenditures within 60 days of receiving funding. This report (max. 3 pages, single-spaced, 12-point font, with optional images/media links) will be posted on the Miller Arts Scholars website. The document should be a pdf and titled “Lastname_Firstname_AMG_SEMESTER_YEAR_outcome.pdf.”

Submission Format

- Attach your combined PDF directly to your submission email. Do not submit links to Google Drive, UVA Box, or other file-sharing platforms.
- If you need to include media examples, embed links (e.g., SoundCloud, YouTube, Vimeo) within your proposal PDF, accompanied by clear descriptions.
- Your single PDF file will be forwarded to the review committee. Materials that require additional downloads or are submitted in other formats will not be considered.



McKinnon Artist Mini Grant Application Form

I am applying as

☐ Individual ☐ Part of Group

(If applying as a group, each applicant must submit a separate form using the same proposal title.)

Semester applying for

☐ Fall 20____ ☐ Spring 20____

Applicant Information

Name:

Year:

Current major(s)/minor listed on transcript:

Current University GPA:

UVA Computing ID:

Seven Digit SIS ID:

Nine Digit Campus ID:

Local Address:

Phone Number:

(Optional) Faculty Endorsement

Faculty Name:

Department:

Email:

Category of your proposal

☐ Drama ☐ Studio Art ☐ Music ☐ Dance ☐ Other

Previous Arts Awards

Have you received an Arts Award before?

☐ Third Year Award ☐ Fourth Year Award ☐ Mini Grant ☐ No

International Travel

My proposal includes international travel: ☐ Yes ☐ No

(If yes, an application with the International Studies Office must be opened simultaneously with this grant application.)

Proposal Guidelines

Your Proposal Overview with budget must not exceed 3 pages, single-spaced, using a 12-point font. If funded, this narrative may be posted on our Miller Arts Scholars website.

Your proposal should be written in a formal style consistent with universal standards for grant writing and must include:

- **Project title**
- **Description of the work:** the nature of the research or creative work and the need for support
- **Objectives and significance:** artistic goals, anticipated outcomes, and the importance of the project
- **Methods and timeline:** How the work will be carried out and the schedule for completion
- **Detailed budget:** Itemized expenses with justification
- **Impact Statement** (*optional but encouraged*): how the project will contribute to your artistic growth and/or the wider arts community

Note: Any funding requests for housing or food should be based on current allowed per diem limits listed yearly by the General Services Administration (<https://www.gsa.gov>).

Applicant Endorsement

Read the following items carefully before signing

☐ **I confirm that I have included all required documents in a single PDF:**

- Completed application form
- Current résumé
- Proposal overview/request statement with budget (max. 3 pages, single-spaced, 12-point font; may include images/media links)

☐ **I agree to submit an outcome statement within 60 days of receiving funding**, reporting on results and expenditures (max. 3 pages, single-spaced, 12-point font). This report will be emailed to the Director of Miller Arts Scholars, Professor Mona Kasra, at mona.kasra@virginia.edu, and will be published on the program's website.

(If Applicable) For international travel projects, I understand that:

- ☐ I may not travel to any location under the [U.S. State Department Travel Warning](#) and. If such a warning is issued while I am abroad, I must leave the country immediately in the safest manner possible.
- ☐ I will register with the International Studies Office *in tandem with submitting this award application*, attend a pre-departure orientation, and comply with any other [ISO requirements](#).
- ☐ I am responsible for obtaining necessary visas, work or other permits required for my intended destination, and well as getting appropriate inoculations and overseas health/emergency coverage.
- ☐ If I am an international student, I will consult with an international student advisor regarding my visa status.

Student Name

Signature of Student

Date