

## Completing the Application: Overview

**Note: KFW is going digital!** In an effort to save paper and simplify the review process, we have moved to an online submission process. You will be able to access this system at [http://www.kfw.org/grants/art\\_meets-activism/](http://www.kfw.org/grants/art_meets-activism/) one month before the application is due to begin the online application process. It is quick and easy, and you will be able to save your work and return multiple times before final submittal. **For the Art Meets Activism grant, applications must be complete and submitted by 5 pm on the first Friday of March.**

In the mean time, you can start preparing your application materials so that you are ready to submit when the registration window opens.

### A Complete Application Includes:

- online application form
- description of activities and impact
- budget
- biographical statement
- two letters of recommendation
- work samples

For information on preparing your materials, visit <http://www.kfw.org/grants/completing-the-application/>

*Contact Jenrose Fitzgerald, Grant Program Manager, at [jenrose@kfw.org](mailto:jenrose@kfw.org) if you have any questions or if you need assistance with the online submission process.*

Partner Applicants and Organizations should see *Notes for Partner Applicants* and *Notes for Organizations*

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The KFW **criteria** that the reviewers use to assess all of the application materials are:

1. Artwork in sample is strong, highly original, and reflects feminism and social change.
  2. Proposed activities will further applicant's development as a feminist social change artist or arts organization.
  3. Application and work sample demonstrate applicant's understanding and practice of feminism.
  4. Application and work sample demonstrate a clear understanding of the relationship between art and social change.
  5. Work plan, timeline, and budget are clear, detailed, and realistic.
  6. Applicant's ability to complete the proposed activities is clearly shown.
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Planning successful ways to advance your development as a feminist, social change artist, and thinking about the impact your work will have on positive social change takes a lot of time and energy. It will help you to start early to give yourself plenty of time to think through what you want to do and why: to plan your activities, think through what communities you will engage in artmaking and making meaningful connections in advance, as well as what kind of social change you want to

make. Thinking through all of these components before you begin to write your narrative will help you make your application as strong as possible.

Once you have written the description of proposed activities and have assembled your materials, consider showing your application and work sample to a friend or colleague who can give you constructive feedback on your plans and application materials. Ask this person to look at your application with **KFW criteria** in mind, and give you suggestions for potential revisions.