

2b. Activities

Fully explain the Artist Enrichment activities proposed. Clearly describe what you want to do, including how the activities described relate to your budget request. Include a clear, detailed and realistic timeline and work plan.

This is a detailed description of your plan of activities and how long it will take to accomplish. In this section, please give background information about why you want to undertake these activities. It is important that all activities you describe in the application are accounted for in the budget. In addition, if you list anything in the budget, be sure that its importance is explained in the application.

The **timeline** and **work plan** are important because they show how your ideas and activities will be implemented. The work plan and timeline should clearly describe what you plan to do in a specified amount of time by outlining how you will accomplish what you say you will do. This section will be strongest if you are clear, detailed, and realistic in your plan, which is one of the key criteria the reviewers will use to assess the applications. Grant reviewers will look at this section to determine if the activities proposed seem realistic in the time frame outlined. Reviewers appreciate seeing a plan that significantly advances your enrichment, yet is realistic and doable.

Keep in mind that the timeframe for the Artist Enrichment Grant is January 1 - January of the following year. Applicants will receive grant notification by December 1, and applicants who receive funding will receive the grant check by the end of December. Grantees have one year from receiving grant funds to complete the proposed activities. The activities proposed in your grant application will be most realistic to the reviewers if they take place within this timeframe.

There are many ways to prepare a timeline and work plan. You can outline it by days, weeks, months, or seasons; you can provide a schedule of activities of an actual event (if applicable); or you can explain in a narrative format. Whichever format you choose, be sure that you explain clearly what steps you need to take to complete the activities, how long each step realistically will take you, and in what time frame you plan to accomplish each step.

When preparing your timeline and work plan, you could consider:

- How long it takes you to imagine, conceptualize, research, create, revise, or complete new work, etc.
- Preparing for and following up your artist enrichment activities
- Your daily schedule, including your work schedule or other family obligations (if applicable) and/or creativity flow
- Scheduling and availability of mentors, teachers, or collaborators, if applicable
- Your work schedule or other family obligations
- Time to collaborate and what that means to each person, if applicable
- Travel and/or preparation time
- The time/cost for gathering art supplies and other materials you need
- Preparing for exhibitions, performances, publications, productions
- Reflection and Assessment/ KFW's final report

Here are some examples of questions applicants might ask themselves regarding their proposed activities:

Example 1) Performing arts

Summary: to transcribe and analyze jazz solos created by five women musicians between 1910 and 1955 and place the solos within the musical and social contexts of the day. Transcribing the solos will influence my own work as a jazz musician, and increase awareness about women jazz musicians in the early 20th century.

Thinking About Activities: What research do I need to do before I begin? Which women will I highlight and why? How will I identify and select the women I want to highlight? Why are these individuals important in my goal of increasing awareness about women jazz musicians in the 20th century? Where will I find the exact musical pieces that I want to transcribe? How many pieces from each musician will I transcribe? How long will it take me to transcribe each piece? How long will the entire project take me? What will I do with the transcriptions once they are completed to be sure they are integrated into current music curriculum? Once I've finished this work, what will I do to ensure they are used to increase awareness about women jazz musicians?

Example 2) Visual arts

Summary: to develop the power of my portraiture by creating a visual installation incorporating individual portraits of disappeared and murdered women of Juarez, Mexico. The completed installation will raise awareness in KY and beyond about violence against women and explore the intersections between sexism, classism, violence, poverty and immigration.

Thinking About Activities: What partners or information do I need from women in my local Latina community to understand fully the work I want to do as an artist? How many portraits will I create? What materials do I need? How will I make the frames, and the portraits? Where will I work? What further research do I need to do on this subject before creating the art? Where will this installation be exhibited? How many locations? How will I promote it? How will I communicate with the Latina community, as well as as other members of my community to ensure people see and respond to the exhibit?

Example 3) Media arts

Summary: to create a photographic body of work, informed by feminist ethics, about the continuing impact of foreclosures in Kentucky and its disproportionate impact on women, minorities and low-income families. The project will develop my skills as a photographer, and give a human face to families in foreclosure by exhibiting this work to the community.

Thinking About Activities: How do I define feminist ethics and what independent sources support my definition? How do I want my artwork to reflect my feminist ethics? How will I decide which houses to photograph? In which areas of the city? What kind of access will I have to the homes that I want to photograph? Do I have the type of camera/lens I need? What images of similar subjects do I need to look at before taking these photographs? How will I express what I want to convey through these

works? When and where will these photographs be exhibited? How will I communicate to make sure a wide range of people know about the exhibition? How will I understand the impact of the photographs on those who view them?

Example 4) Literary Arts

Summary: for one week of research in a library archives on pre-Judaic culture for a novel based on the apocryphal Book of Judith. The research and revisions will enrich my capacities as a writer, and the novel will raise awareness of the important role of women in religion, and the universal vitality of women's courage and friendships.

Thinking About Activities: What research do I need to do before I go to the library so that my time is most efficient? Can I locate the books I want to look at beforehand? How long will preliminary research take? When will I schedule time at the library? What materials do I need to take with me for the week of research? Where will I stay and what kinds of hours will I keep during the week of research? How will I record information so I can bring it home with me? How long will it take me once I'm home to go through all of my notes and organize everything? How long will it take me to incorporate my historical findings into the novel? How many drafts will it take to incorporate specific historical information? When will I seek external suggestions for revisions? When and how will I seek publication?