

## Access to Alaska Native Collections Grant Application and Narrative Questions

### INFORMATION YOU WILL BE ASKED TO ENTER ON THE GOOGLE FORM:

1. Applicant Email Address
2. Applicant Name
3. Applicant Phone Number
4. Applicant Address
5. Applicant Website (if you have one—it's not required)
6. Applicant Tribal Affiliation(s)
  
7. Choose the museum you are requesting to visit from the list. Information about the museums' collections is on [museumsalaska.org/aanc](https://museumsalaska.org/aanc).
  - a. Alaska Native Heritage Center - Anchorage
  - b. Alaska State Museum - Juneau
  - c. Anchorage Museum - Anchorage
  - d. Haines Sheldon Museum - Haines
  - e. Ketchikan Museums - Ketchikan
  - f. Museum of the Aleutians - Unalaska
  - g. University of Alaska Museum of the North - Fairbanks
  
8. What dates do you hope to visit the museum? **All trips have to be completed by July 31, 2023.** Please check with the museum to ensure the dates are free—especially if you have a very tight schedule and cannot visit at any other time. (Enter the start date and end date using this format: MM/DD/YY – MM/DD/YY)
  
9. What is your total visitation budget?
  
10. What amount are you requesting from the grant program?
  
11. Upload your Narrative (see below for information on what to include)
  
12. Upload your Artist Resume
  
13. Upload three examples of your artwork.
  
14. Upload your budget using the provided template.
  
15. Upload documents that support your budget: quotes, cart/checkout screenshots, etc.
  
16. Is there anything else the review committee needs to know about your application?

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### HOW TO WRITE YOUR NARRATIVE

The narrative should be a maximum of three pages, single spaced, with 1-inch margins. It can be shorter, but not longer.

For accessibility reasons please choose one of the following fonts: Verdana, Lucinda Grande or Lucinda Sans, Tahoma, Georgia, Arial, Helvetica, Palatino, or Andika. And keep the font size at 11 or 12.

Please include your name and "Access to Alaska Native Collections Application - Grant Narrative" in the header of all pages. Put page numbers in the footer.

Your narrative should include the following four sections. **If you would like an example of what the format could look like, you can find it on [museumsalaska.org/aanc](http://museumsalaska.org/aanc).**

**Hint:** The *Visitation Details* section and the *Budget Explanation* section should be the two largest sections as these two sections will have the most information for the panel as to why you should be awarded the grant and what the grant will pay for. The other two sections—*Basic Information* and *Artist Information*—help the panel to get to know the project and the applicant and more fully understand the visitation request and how it might impact your career.

### Include a BASIC INFORMATION section.

This section contains some information that you will also enter into the Google form application. This is deliberate. The information in the Google form helps the grant administrator manage your application. Including the same information in the narrative allows the panel to get a general overview of your project in an easy-to-read format.

Please include the answers to all of the questions below in a question and answer format—not in a narrative (paragraph) format. Answers may be included next to the question, separated by a colon or hyphen, or underneath the question.

1. Applicant Name
2. Applicant Tribal Affiliation
3. Name of Museum
4. Proposed Visitation Timeline (MM/DD/YY – MM/DD/YY)
5. Total Visitation Budget

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### 6. Requested Amount

All of the remaining sections should be completed in a narrative (paragraphs) format.

#### **Include an ARTIST INFORMATION section.**

Include information about your art career, interests, and goals in a narrative format (paragraphs).

You do not have to answer all of the following questions. These are guiding questions to think about the kind of information you might wish to include to help the panel understand your background, how long you've been working on your craft, etc. You may wish to talk about things like:

- Who are you and what is your background in art?
- How long have you been creating art?
- What kind of art do you create?
- What are your inspirations?
- What mediums do you use?
- Do you teach art?
- Have you won any awards or had a solo or shared exhibition?
- What are your goals as an artist?

#### **Include a VISITATION DETAILS section.**

Include information about your proposed visit in a narrative format (paragraphs). This is one of the most important sections of the grant because this section will tell the panel why this collection's visitation is important to you and your career—learning new skills, gaining inspiration, getting to visit a collection that is impossible for you to visit without the help of this grant, etc.

You do not have to answer all of the following questions. These are guiding questions to help you craft your narrative. You may wish to talk about things like:

- Why you chose the museum—location, collections, etc.
- Information about the collection/items you are requesting to visit - tribal affiliation, type of artwork, whether they are from a specific date range, if there is a very specific piece you are seeking to visit.
- How many pieces are you hoping to visit with? Over how many days? If you are seeking to visit with many artworks, have you spoken with the museum collections specialist about whether that number is possible in the time you have allotted?
- How did you settle on the length of your visit?

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- Are you planning to take pictures, make notes, create sketches, or even practice the medium while you have access to the collections—trying basket weaves inspired by the collections, etc.?
- How will visiting these specific works/collections benefit the development of your work?
- Do you have plans to share any new information or inspiration you get from your visit with others in your community?

### **Include a BUDGET EXPLANATION section.**

Include information about what is included in your budget and why in a narrative format (paragraphs). Make sure the panel understands your lodging, transportation, and other budget choices and does not have questions about the proposed expenses. Walk us through your logic in making the choices you did.

You do not have to answer all of the following questions. These are guiding questions to help craft your narrative. You may wish to talk about things like:

- Why did you choose the lodging you chose? Is it close to the museum, so you won't need transportation there? Is it further away from the museum, but even including daily transportation to the museum, it's less expensive than closer lodging options?
- Did you choose an airbnb instead of a hotel because it's cheaper, closer, or has a specific accommodation you need?
- Did you not need a lodging expense because you're staying with family or friends? Etc.
- Why did you choose the type of transportation you did if there was a choice between flying, driving, taking a ferry, etc.?
- If you change the per diem amount to less than the maximum amount, why did you do this? For instance, do you intend to get staples at the grocery store and won't need the full amount, are staying with a friend, etc.?
- Do you need an expense like elder care or childcare or special accommodations?
- If your travel budget is more than the maximum amount (\$2,500), tell the panel how you will cover the additional expenses (i.e. you have the money on hand, you have another grant, etc.)

***If you have any questions, please contact Museums Alaska's director at [director@museumsalaska.org](mailto:director@museumsalaska.org).***