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## On-Ramp Fellowship 2020

### About the Fellowship

The On-Ramp Fellowship is a recognition of your investment into your creative career and ongoing plans to move forward toward your career goals. Creatives are awarded the fellowship if they have received the On-Ramp Creative Entrepreneur Course Certificate of Completion and successfully propose a career development project for funding.

Applicants may request up to \$2,000 to put the course lessons to use for their creative career development. The fellowship project proposal must fully meet all review criteria (listed below), may not include any ineligible expenses, and must start and end within the project period.

### Application Help

Applicants are encouraged to take advantage of all the proposal development resources available to them.

- **Course materials Fellowship Check:** Throughout the Creative Entrepreneur Course materials, you'll see checkpoints to reflect on a lesson and apply it to your fellowship proposal idea. Look for this "Fellowship Check" icon in the course materials.
- **Office Hours:** IAC staff will be available during scheduled office hours throughout the Creative Entrepreneur Workshop to help you turn the lessons into your fellowship proposal.
- **One-on-One Coaching:** Before you leave the course, you'll schedule a one-on-one coaching session with the instructor. You can use this time to talk through anything you want-- including help identifying the right project to move toward your creative career goals.
- **Webinar - Fellowship Project Development:** After you've settled on a project idea, this webinar will help you flesh out the details and application questions.
- **IAC Staff Application Review:** You may request IAC staff to review your completed application and give you feedback before you hit "Submit." To request an IAC staff review, fill out your application entirely, leave it in draft mode, and contact Anna before May 28, 2020, 4:30 pm ET at [atragesser@iac.in.gov](mailto:atragesser@iac.in.gov) or 317-508-6115.

## Timeline

On-Ramp Creative Entrepreneur Course	May 8-10, 2020
Webinar - Fellowship Project Development	May 18, 2020, 7 - 8 p.m. eastern time
Deadline to Request IAC Staff Application Review	May 28, 2020, 4:30 p.m. eastern time
Application Due	June 4, 2020, 4:30 p.m. eastern time
Panel Review Online Meeting	July 13, 2020, time TBD
Fellowship Announcement	Week of July 20, 2020 via email
Fellowship Period	August 1, 2020 - July 31, 2021
Fellowship Final Report Deadline	August 5, 2021, 4:30 p.m. eastern time

## Review Process

Proposals are reviewed by a panel of professional creatives from around the state. This panel evaluates if each application meets the review criteria listed below. Following the panel review, applicants may be asked to modify some parts of their application to fully meet the review criteria based on panelist input.

The panel review meetings are open to the public for observation only (guests may not address the panel or lobby for their application before, during or after the meeting). Applicants are encouraged to observe and listen to feedback, but not required.

Recordings of the discussion will be posted in the weeks following.

## Review Criteria

Panelists are trained to use the following criteria when evaluating and making recommendations for each proposal:

## Goals

- Goals for the applicant's creative career or creative business are identified.
- Goals for this project are identified.
- The proposal's goal will help the applicant achieve career/business goals.
- The goals are reasonable for the applicant's capacity and experience.

## **Feasibility**

- Achievement of project goals and activities are reasonable within the timeline.
- Estimated expenses are appropriate and reasonable.
- The project is manageable for the people involved.

## **Community Engagement**

- The applicant is thoughtfully exploring who their work is meaningful to.
- The applicant articulates how the project may help them deepen existing connections or build new connections outside their existing network that are important to reaching their goals.
  - This could include clients, customers, partners, peers, supporters, competitors, allies, mentors, or others.
- The relationships built through this project will be mutually beneficial and potentially ongoing.

## **Eligible Expenses**

Allowable project expenses include most elements of a project or opportunity that impact the artist's career development. This could include supplies, rental/purchase of equipment, facility rental, marketing/publicity/promotion, travel/transport within the United States, personnel, support for artistic residency, and workshops/training and other expenses that further career development.

Funds cannot be used for expenses unrelated to the project, operating support for an organization, travel or expenses outside the United States, or tuition for a degree-granting program.

Contact the program manager with any questions concerning acceptable project expenses.

## **Requirements of all IAC grantees**

- Accessibility Requirements
- Contract Clearance
- Funded Requirements
- Payment Schedules
- Privacy Considerations
- Public Manifestation, Fair Labor, Drug Free, and Civil Rights
- Reconsideration Policy and Appeal Process

[Find detailed descriptions of these requirements here.](#)

## **Important Considerations**

All payments are contingent upon adherence to all fellowship guidelines and reporting requirements. The first payment will be for 75% of the total award. Funds will be transferred via direct deposit to the fellow's bank account after the fellowship agreement and required documents have

been approved by (all) applicable state agencies. The second and final fiscal year payment will be for 25% of the total award. Funds will be approved to transfer to the fellow's bank account after the final fellowship report and any additional requirements have been submitted and approved. It takes approximately three months from the time the correctly completed forms are submitted until the recipient receives the payments (first and second).