



AHL FOUNDATION
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AHL - Jason J. Kim Grant Application Guideline

Application Deadline: July 31, 2015 11:59pm

Please read the application guideline carefully before starting your online application at www.ahlfoundation.org. We recommend having all your information ready to input and upload before starting the online application since applicants must finish the application in one sitting. The following information is required for the Jason J. Kim Grant Application:

Contact Information

Name, E-mail, Phone, Address

Project Proposal

Please include a Project Title, Project Narrative, and Itemized Project Budget.

Project Narrative

Please write a detailed explanation of your proposed project and state your financial need. Project Narrative must include the following (1000 word limit):

1. Project Summary: Describe your project (who, what, where, when, why). Please keep in mind that the project must be executed between October 2015 and September 2017.
2. Goals & Objectives: State your motivation and what you wish to accomplish through this project.
3. Methodology and Timeline: Describe detailed plan and timeline to achieve your objectives.
4. Budget Summary: Briefly describe the total budget and major expenses needed to accomplish your objectives. Describe your contingency plan if full funding is not received.

Itemized Project Budget

Please upload an itemized and detailed list of income and expenses such as Equipment, Supplies, Personnel, Travel, Printing, Framing, and Shipping expenses. If paid employees, assistants or contracted services are used, a concise and complete description of their involvement should be included. If partial funding has already been secured, please indicate it in the income section. You may upload an EXL or DOC file.

Artist Statement

Please describe your general art practice as it relates to the project proposal (500 word limit).

Curriculum Vitae

Please upload your most current C.V.

Work Samples

Please upload up to 12 work sample images and 3 video links. You may include work samples from the past five years along with project sketches, diagrams or work-in-progress related to the upcoming project. Please keep in mind that the two most important criteria for the grant are artistic merit and its impact on contemporary art. So please include work samples that best

illustrates your full artistic capacity. If you are including sketches or work-in-progress, please clearly indicate it in the Work Sample Description.

Work Sample Images

Images should be in PDF or JPEG format no larger than 5MB or 1000 pixels on any side. Please format each file name as "Artist's last name_Artist's first name_1.jpg," "Artist's last name_Artist's first name_2.jpg," and so on.

Video Link

You may upload up to three video links. The videos may not exceed 5 minutes in length. Please include title, year, length, and dimension (when applicable) along with whether it is an excerpt or compilation in the Video Link Description.

Work Sample Description

The description should include Title, Date, Medium, Dimensions, Duration (if applicable) and any other additional description as needed.

Reference Letters

Two letters of reference must be submitted along with your application. Reference writers must be able to provide detailed and specific information about the applicant's merit and potential for success in executing the proposed project and beyond. The application will be evaluated on the basis of artistic merit and the project's impact on contemporary art. All reference letters must be emailed directly to AHL Foundation at applications@ahlfoundation.org by July 31, 2015 deadline. Applicants are responsible for making sure the letters of reference are submitted on time.

Reference Contact Information

Please provide the contact information for your two references online: Name, Title, Organization or Institution affiliation, E-mail, Phone, Address

Reviews

Please upload a minimum of one review and up to 3 copies of reviews you have received in the past. Please upload a PDF or JEG file.

Additional Reference Material

Reference materials such as catalogs may be mailed or hand delivered to the AHL Foundation office. All material must be delivered to the office before the July 31, 2015 deadline.

Mailing Address:

AHL Foundation
420 West 23rd Street, Suite 7A
New York, NY 10011

For additional inquiries, please contact info@ahlfoundation.org or 516-983-3935.