FY27 Folk Arts Apprenticeship Grant Guidelines

Requests up to $5,000

Application Opens: **Monday, July 6, 2026**

Application Deadline: **Monday, August 17, 2026 5:00 P.M. (MT)**

Grant Activity Time Frame: **November 1, 2026 - June 30, 2027**

Virtual Applicant Informational Session: **Tuesday, July 21, 6:00 P.M.**

Connect with staff to review application steps and get your questions answered. Registration is required. The info session will also be recorded and available for later viewing. **Register for the Zoom meeting here.**

HOW TO USE THIS DOCUMENT

- Please read this entire document and refer back to it as you complete your application. The policies and procedures that follow the application questions are important. It is your responsibility to be aware of all information contained here.
- Translation Assistance: Contact Jackson Medel, jmedel@utah.gov or 801-645-2821, if you need this document to be translated. We will try to make accommodations depending on time and resources. If translation service is needed, please allow additional time prior to the application deadline.

TABLE OF CONTENTS

GRANT GUIDELINES 3
GRANT OVERVIEW 3
HELPFUL DEFINITIONS 4
WHO CAN APPLY? 5
WHAT YOU CAN USE THE GRANT TO PAY FOR 5
WHAT YOU CANNOT USE THE GRANT TO PAY FOR 5
GRANT APPLICANT REQUIREMENTS 6
SUBMITTING AN APPLICATION ONLINE 7
APPLICATION CONTENT & QUESTIONS 8
GENERAL INFORMATION (not scored) 8
SCORED SECTIONS 8
MENTOR INFORMATION (40%) 9
APPRENTICE INFORMATION (30%) 11
PROJECT PLAN/TIMELINE (30%) 13
GRANT REVIEW, TIMELINE, & AWARD INFORMATION 15
GRANT REVIEW PROCESS 15
APPLICATION TIMELINE 16
REPORTING REQUIREMENTS 16
WHAT IF I RECEIVE AN APPRENTICESHIP GRANT? 16
GRANTEE REQUIREMENTS 17
CONTACT OUR STAFF FOR SUPPORT 17

GRANT GUIDELINES

GRANT OVERVIEW

- Folk Arts Apprenticeships enable qualified individuals to study with traditional mentors of Utah's cultural communities, including ethnic, Native, rural, and occupational groups, who demonstrate a commitment to passing on cultural knowledge.
- Funding assists accomplished mentors in sharing their skills with one or two apprentices of the same cultural community. Apprentice(s) and mentor should complete their application together. There may be extenuating circumstances where three or more apprentices could be part of the same program. If you are planning to apply with more than two apprentices, please contact Utah Division of Arts & Museums (UA&M) Folk Arts Coordinator Jackson Medel, jmedel@utah.gov or 801-645-2821, for approval and instructions for applying.
- Art forms considered "folk" or "traditional" are often shared within a community, family, or group and passed down between members of a shared community. Traditional art forms can vary greatly in medium and method. Performing arts such as singing, dancing, and drumming may qualify, as can crafts like weaving, custom gearmaking, and woodcarving. Other art forms, such as cultural foodways and traditional music, may qualify.
- **All funds will be paid directly to the mentor.**
- Due to limited financial resources, UA&M may take into consideration and prioritize first-time applicants who have not received funding from UA&M since July 1, 2024.
- Mentor and apprentice(s) must design a work plan for their project with a clearly articulated timeline, budget, and end product.
- Folk Arts Apprenticeship awardees must coordinate a site visit for documentation of the project with the UA&M Folk Arts program staff during the course of the project.
- Apprenticeships can be conducted through short-term, intensive educational meetings, or be taught over a period of several months.

- There must be a public presentation of the completed work after the conclusion of the project. There are many different forms of presentation that qualify under this requirement. It is strongly encouraged to discuss plans with the UA&M Folk Arts Coordinator before applying. We want to help you with this process.
- Public presentations during the period of the apprenticeship may include demonstrations, public performances, workshops, and exhibitions, among others. These presentations should aim to strengthen the cultural heritage of the community or geographic region and increase public awareness of traditional artistic expression in Utah.

HELPFUL DEFINITIONS

- Apprentice - an artist who will learn a traditional art/craft/technique from a mentor. They may have some skill and experience in the practice, or a related art form, but may also be a novice. They have a desire to not just learn the practice but to maintain it and pass it on.
- Mentor - sometimes called a Master Artist, a practitioner of a traditional art/craft/technique who is regarded by their peers and/or cultural community as an expert in that practice. They are a tradition bearer within their community and seen as someone who can and does pass on traditional practices and knowledge.
- Tradition - a skill, craft, or art form shared between members of the same cultural community learned in informal settings by observation and imitation.
- Cultural Community - a group of people with a shared identity: ethnic, tribal, occupational, religious, or regional. Cultural communities share customs, heritage, and artistic expressions, which include the traditional arts.
- Occupational Communities - the various skills, techniques, expressions, and customs performed within a certain line of work.
- Folk or Traditional Artist - a skilled practitioner of a traditional art form learned within the artist's own culture. They create work for use within their own cultural community.

WHO CAN APPLY?

- A recognized traditional art mentor working with an emerging apprentice.
- Apprentice and mentor must complete the application together.
- If a mentor is approached by multiple apprentices, the requests should be combined and submitted as one application. If you are planning to apply with more than two apprentices, please contact Folk Arts Coordinator Jackson Medel, jmedel@utah.gov or 801-645-2821, before applying.
- Applicants are eligible for an apprenticeship grant every other year. If you were awarded funding in FY26, you will not be eligible for this grant again until FY28.

WHAT YOU CAN USE THE GRANT TO PAY FOR

- Mentor's teaching fee.
- In-state travel expense (mileage) for participating artists.
  - However, this grant cannot pay for food or lodging. See below.
- Supplies, tools, and other materials directly related to the project.
  - However, this grant cannot pay for musical instruments, outfits, or costumes. See below.
- Space rental for teaching or performance purposes.
- Other costs directly associated with the proposed project.

WHAT YOU CANNOT USE THE GRANT TO PAY FOR

- **Food or lodging.**
- Purchase of musical instruments, outfits, or costumes.
- Recreations of historical artifacts or reenactments of lifestyles and/or folk traditions from the distant past.
- Academic awards and/or work, including: fellowships, grants, or tuition fees for student work; as well as in-school curriculum projects and/or projects that are part of a required course or curriculum.

- Applications that do not have a direct connection to the community and the tradition being taught will not be considered.
- Most mentors and/or apprentices outside of the state of Utah are not eligible for funding. For the purposes of the Folk Arts Apprenticeship Grant, a Native American Indian mentor of the same tribal affiliation as an applicant may be funded outside of Utah's geographic boundaries. The apprentice must be a Utah resident. Contact the Folk Arts Coordinator before applying to discuss the proposed apprenticeship in greater detail.
- Projects completed prior to November 1, 2026.

GRANT APPLICANT REQUIREMENTS

- This grant funding must be spent by June 30, 2027.
- UA&M restricts its funding to artists and organizations based in and primarily serving the residents of Utah. For the purposes of the Folk Arts Apprenticeship grant, a Native American Indian mentor of the same tribal affiliation as an applicant may be funded outside of Utah within an adjacent tribal area. The apprentice must be a permanent Utah resident. Contact the Folk Arts Coordinator for further details before applying.
- Both the mentor and apprentice(s) are expected to complete the application together. If a mentor is approached by multiple apprentices, the requests should be combined and submitted as one application. The maximum request amount is $5,000, regardless of the number of apprentices. Please remember to contact our Folk Arts Program Coordinator if you plan to apply with more than two apprentices so that we can help you fill out the application correctly.
- In order to pay an individual, we will require a valid Social Security Number, ITIN or other recognized legal document. That number is used only to process the payment request, and is managed according to state policy for data safety.
- If awarded funding, the grant check will be written to the mentor. The mentor will receive a 1099 form for tax reporting purposes. This income may be subject to individual income tax.

SUBMITTING AN APPLICATION ONLINE

Applications must be submitted online through the grants application portal. It can take up to two days to receive a portal account. Please plan accordingly.

- Any related documentation will be uploaded to the online application form.
- Look through the application questions below in this document for an explanation of the criteria for each question.
- Typically, the email address you use to apply for the grant is the same email address we use to send grant notifications and pertinent information.
- If completing the application online, the mentor must be the one to create an account and submit the apprenticeship application.
- When you have completed all required sections, please submit your application online by the deadline—**Monday, August 17, 2026, 5 p.m. MT**
- Handwritten applications are available if there is a specific and reasonable need for this exception to be made. If you need to submit a handwritten application, please contact Jackson Medel, jmedel@utah.gov or 801-645-2821, to have an application sent to you. Allow for plenty of time to receive and return the handwritten application.
    - Handwritten applications must be mailed to: 3760 South Highland Drive, Millcreek, UT, 84106, and be postmarked by August 10, 2026.

Application questions are on the following pages

APPLICATION CONTENT & QUESTIONS

If completing the application online, the mentor must be the one to create an account and submit the apprenticeship application.

This is an overview of the questions that you will find in the application. You must submit your responses to these questions in the online application (or handwritten application, if approved). Each free response question has a character limit, including spaces. Character limits should serve as a recommendation for how much information should be provided. Each question is paired with an explanation of the criteria used by the review panel, and can be a helpful guide when answering.

GENERAL INFORMATION (not scored)

- On the first page of your application, provide a 2-3 sentence description of the tradition to be taught, as well as the names of mentor and apprentice(s) under “description.”
- Basic contact information for mentor and apprentice.
- Agreement to provide the mentor’s U.S. Tax ID Number (Social Security Number or ITIN) if the application is funded. A mentor without a U.S. Tax ID Number cannot be funded.

SCORED SECTIONS

- Mentor Information (40%)
- Apprentice Information (30%)
- Project Plan/Timeline (30%)

HELPFUL TIP: In the online application form, look for “help text” by hovering your cursor over the question mark icon on the application for tips.

MENTOR INFORMATION (40%)

QUESTION:
Describe in detail the cultural tradition or art form that will be taught.

WHAT WE'RE LOOKING FOR:
Assume you are presenting a tradition to someone who knows nothing about it. Please first describe the tradition. Then, you may describe who typically practices this tradition, how it is practiced, what the purpose is that it serves in the community, and how it is typically taught. Please include the information that you feel best describes the tradition (up to 2,500 characters).

QUESTION:
Describe the mentor's cultural background, when and where the mentor learned the tradition, who they learned from, and how long they have practiced this tradition.

WHAT WE'RE LOOKING FOR:
Here, we are wanting to learn more about the background of the mentor. Explain the mentor's relationship to the art form. Where was the art form learned? Who was it learned from (grandparent, parent, teacher, etc.)? Cultural background can be described as: ethnicity, religion, geographic region, or occupation. Please indicate what type of cultural categories apply to the application.

QUESTION (optional):
If the mentor and apprentice(s) are part of the same family, clearly explain why Utah Arts & Museums funding is necessary to teach or pass on this tradition.

WHAT WE'RE LOOKING FOR:
Inform the panel what challenges or barriers (economic or otherwise) prevent the mentor from passing on the tradition in daily life/regular interaction. This can include topics such as

distance, transportation limitations, work/life obligations, and other factors (up to 2,000 characters).

QUESTION:
Upload three (3) quality work samples that demonstrate the mentor's mastery of the tradition/art form.

WHAT WE'RE LOOKING FOR:
Work samples can include audio recordings, pictures, or videos. The work sample should show mastery of the specific tradition as practiced by the mentor. If you have a longer video, upload a PDF with a link to the video and recommend a specific segment to watch (such as begin at time marker 7:42 and end at time marker 11:15). The Folk Arts Coordinator can assist you with preparing relevant work samples prior to submission of your application. Please keep videos brief (no more than 5 minutes each). If the project involves performing artists, a video will help assist the panel in determining artistic excellence.

QUESTION:
Please identify any individuals or important elements featured in the work samples submitted above (in order of submission). The work samples should reflect previous experience with the tradition being taught.

WHAT WE'RE LOOKING FOR:
Provide information on what the work sample is, and what the review panel should focus on (i.e. art form, individuals, year created). Be sure to include work from both the mentor and the apprentice. Where possible, submit samples that include both the mentor and apprentice together. If there are samples submitted that include people *not* involved in the apprenticeship, be sure to specify this in your description as well (up to 2,000 characters).

QUESTION:
Upload one to three (1-3) letters of support for the mentor and the project.

WHAT WE'RE LOOKING FOR:

Letters may be from former students, workshop attendees, community leaders in your cultural community, or others who can discuss your abilities in the art form being taught. The letters should address the mentor's level of knowledge and experience with the tradition, their impact on and relationships with the cultural community represented, and why it is important that this tradition be passed on. Signed letters should be addressed to the Utah Division of Arts & Museums and uploaded to the application. Letters are required and the application cannot be submitted without at least one.

APPRENTICE INFORMATION (30%)

QUESTION:

Describe the apprentice's cultural background, as needed, to explain his or her relationship to the tradition.

WHAT WE'RE LOOKING FOR:

Help the panel verify that the selected apprentice is of the same cultural community as the mentor. This can be an opportunity to discuss your relationship to the tradition in greater detail, such as growing up around the tradition, how you first got interested in learning the tradition, and why the tradition is important to you (up 2,000 characters).

QUESTION:

What projects have the mentor and apprentice already worked on together, if any?

WHAT WE'RE LOOKING FOR:

If the mentor and apprentice are already working together, explain this existing relationship in greater detail. Discuss what has been learned so far, and how this would continue through the apprenticeship. Explain the current working relationship between the teacher and apprentice and identify any successes or challenges, if applicable. Preference may be given to apprentices with an existing relationship to the mentor (up 2,000 characters).

QUESTION:
Describe the apprentice's experience level with learning and practicing the tradition: novice, experienced practitioner, emerging mentor, etc.

WHAT WE'RE LOOKING FOR:
Explain what knowledge or skills the apprentice is already bringing to the study of the art form or tradition at the time of this application. Provide an overview of the level of experience the apprentice currently has, and how the apprenticeship would help you continue your education in the tradition. If you are applying for more than one apprentice, please include information on each applicant (up 2,000 characters).

QUESTION:
Upload up to three (3) high-quality work samples to demonstrate the apprentice's prior experience with the tradition/art form.

WHAT WE'RE LOOKING FOR:
Just like we need to see samples of the mentor's work, we also need to see samples of the apprentice(s) work. Work samples can include audio recordings, pictures, or videos and should show mastery of the specific tradition. Links to YouTube videos are acceptable. The Folk Arts Coordinator can assist you with preparing relevant work samples prior to submission of your application. You must clearly identify the important elements of each sample (i.e. individuals, art form, year created) in the descriptive field. Please keep videos brief (no more than five minutes each). If the project involves performing artists, a video will help assist the panel in determining artistic excellence.

QUESTION:
Please identify any individuals or important elements featured in the work samples submitted above (in order of submission).

WHAT WE'RE LOOKING FOR:

Tell the reviewers what work sample is, and what they should focus on (i.e. art form, individuals, year created). Be sure to include work from both the mentor as well as the apprentice. Where possible, submit samples that include both the mentor and apprentice together. If there are samples submitted that include people *not* involved in the apprenticeship, be sure to include that in the explanation for the panel (up to 2,000 characters).

PROJECT PLAN/TIMELINE (30%)

QUESTION:

Please provide a proposed timeline for completion of the project. Please include information such as frequency of meetings and length of meetings, the dates, and location of meetings.

WHAT WE'RE LOOKING FOR:

Clearly define the amount of time it will take to complete your project. Include hours/days/weeks and the time frame (dates) you plan to host/hold your trainings, meetings, workshops etc. This will help the panel determine whether the proposed project can be completed within the grant timeframe. List the total number of meetings/lessons per week/month and how many hours each will last (up 1,500 characters).

QUESTION:

What work, if any, will the apprentice(s) complete between meetings?

WHAT WE'RE LOOKING FOR:

Describe any new skills that will be practiced outside of meetings between mentor and apprentice. In this question, you will aim to show what work the apprentice(s) will learn on their own after meetings (up 1,500 characters).

QUESTION:
Describe your plan for a public presentation such as location, potential dates, and promotion.

WHAT WE'RE LOOKING FOR:
Public presentations may take a variety of forms beyond performances or exhibits; a key requirement is that they must be accessible to the public. Web-based presentations, blogs, or YouTube videos are acceptable, but applicants should discuss these ideas with the Folk Arts Coordinator prior to application submission. All public presentations must clearly indicate sponsorship by the Utah Division of Arts & Museums and the National Endowment for the Arts. (up 2,000 characters).

QUESTION:
Provide a list of all necessary project supplies associated with the apprenticeship, and how/where they will be obtained.

WHAT WE'RE LOOKING FOR:
We understand that for some art forms, supplies can be a large percentage of the budget. Please provide a detailed overview of the supplies needed for the apprenticeship, as well as where/how these supplies will be obtained. Your explanation of your supplies might include descriptions such as what you will purchase, rent, gather, borrow, have specially made, etc. Any supplies purchased must relate back to the apprenticeship (up 2,000 characters).

QUESTION:
Fill out the FY27 Folk Arts Apprenticeship Budget sheet and upload it to this question.

WHAT WE'RE LOOKING FOR:
The budget sheet can be found on our website. If you have any questions about the budget or any other element of the grant, please reach out to the UA&M staff.

GRANT REVIEW, TIMELINE, & AWARD INFORMATION

GRANT REVIEW PROCESS

- Grants (funding awards) made by Utah Arts & Museums (UA&M) support arts, museums, and cultural experiences in communities statewide. Grants are intended to provide Utah residents with opportunities to participate in cultural activities. No organization or individual is guaranteed funding from one year to the next. Funding levels are contingent on many factors, including resources available, number of applications, a written application, and meeting specified criteria.
- Eligible applications will be reviewed by UA&M staff and a panel of community professionals. (We welcome applicants to participate as panel reviewers.) Each review panel will evaluate applications based on the criteria outlined in the guidelines. All grant allocations are approved by the UA&M board. Each board reviews and approves final funding recommendations, and may consider a special exception to these guidelines based on agency priorities.
- UA&M is a state agency that provides public funding for arts and museums. As a public entity, it reserves the right to make final decisions about the use of public funds for projects, programs, acquisitions, commissions, or other activities as deemed appropriate by the agency and/or board. Receipt of this grant is intended for artistic personal and professional growth and does not equate to an endorsement of specific artistic creation.
- UA&M takes the responsibility of awarding public funding seriously. UA&M carefully follows grant review and award procedures as permitted by statute and board policies. UA&M reserves the right to revoke awarded public funds (current, multi-year, and/or future) as deemed necessary. The revocation of any public funds will be taken under consideration by the UA&M Advisory Board.

APPLICATION TIMELINE

- Apprenticeship Grant Applications Open: Monday, July 6, 2026
- Virtual Info Session: Tuesday July 21, 2026 at 6:00 p.m. (register here)
- Grant Closes: Monday, August 17, 2026 at 5 p.m. MT (handwritten applications should be postmarked by August 10, 2026)
- Panel Review: September 2026
- Funding Notification: October 2026
- Payment: After the contract is fully executed by the State of Utah
- Grant Activity Period: November 1, 2026 - June 30, 2027
- Final Report Due: August 1, 2027 (Final reports may be conducted orally with the Folk Arts Coordinator. If you plan to take advantage of this option, schedule the oral report with the Folk Arts Coordinator as early as possible)

REPORTING REQUIREMENTS

- Either an online report or oral report is required for every grant.
- The final report must demonstrate that the grantee has spent the grant funds as detailed in the application.
- If you would like to do an oral final report, connect with Folk Arts Coordinator, Jackson Medel, in order to complete it by August 1, 2027.

WHAT IF I RECEIVE AN APPRENTICESHIP GRANT?

All grantees will receive an email notifying them of their award. Following the award email, grant recipients will receive a State of Utah Grant Contract via CongaSign (which is an online contract service). The grantee should read and sign the contract via CongaSign.

IMPORTANT: Grant recipients must use the funds as stated in their application and budget. Funds cannot be transferred to other events or activities except in extenuating circumstances and with

prior written approval from grant staff. Any proposed changes from the original application must be submitted in writing (email is fine), and approved by UA&M. If you find that you are no longer able to use the funds by June 30, 2027, please contact our grants staff. Any non-approved changes made to an approved grant could result in the grant being rescinded. UA&M retains the right to approve, revise, or revoke the award in light of such changes.

GRANTEE REQUIREMENTS

- Give credit to the National Endowment for the Arts (NEA) on all publicity, (online or print). Use the most current logos, which can be found here. For example: "This project is made possible, in part, by an apprenticeship grant from the National Endowment for the Arts through a grant managed by Utah Arts & Museums."
- Folk Arts Apprenticeship grantees must coordinate a site visit for documentation of the project with the Utah Division of Arts & Museums (UA&M) Folk Arts Coordinator, Jackson Medel, during the course of the project.
- Unless awardees indicate otherwise, UA&M may use submitted text and images in reports and publications. Please include photo credit information.
- Please note that the grant staff may request additional information prior to or after awarding this grant in order to satisfy compliance with Utah State grant requirements.
- Ensure all grant funds are spent by June 30, 2027, and you have completed a final report online in the Grants Portal by August 1, 2027.

CONTACT OUR STAFF FOR SUPPORT

Jackson Medel, UA&M Folk Arts Coordinator: jmedel@utah.gov, or 801-645-2821

Contact for support with application questions and feedback requests

Stephanie Rokich or Racquel Cornali, UA&M Grants Team: uamgrants@utah.gov or 801-663-8457

Contact for support with access/login to the online grants portal, using the online application, accessing a handwritten application, etc.