

C

PROPOSED PLAN AND BUDGET

I. APPRENTICESHIP WORK PLAN

IMPORTANT NOTE: Due to the lingering realities of the COVID-19 pandemic, Arkansas Folk and Traditional Arts recognizes that this project year may require participants to develop a flexible work plan.

PLEASE TYPE OR NEATLY PRINT YOUR ANSWERS TO QUESTIONS 1-8 ON SEPARATE PAGES, NOT IN THE SPACES BELOW.

1. Describe exactly what will be taught during the course of the apprenticeship. What do you want the apprentice to know about this traditional art?
2. What specific skills and/or techniques do you want the apprentice to learn?
3. What goals do you want the apprentice to meet (tunes learned, objects made, techniques practiced)? Be specific.
4. How many times will you meet to work with the apprentice during the course of the apprenticeship?
For Apprenticeship Year 2023-24, meetings may be conducted in-person or remotely (online).
5. Length of each meeting: _____ Meeting place (may include online): _____
6. Describe how you will document your progress. Will you keep journals? Record your meetings? Various methods are welcome.
7. How will you share your experience with your wider community at the culmination of your apprenticeship year?
8. For Apprenticeship Year 2023-24: If the State of Arkansas experiences a resurgence of COVID-19 cases, how will you ensure safety for your team?

II. APPRENTICESHIP BUDGET

Please read carefully: We are able to provide **some** funds for **essential** apprenticeship supplies, materials, backup musicians, and limited mileage reimbursement up to a **max of \$500**.

Any materials funding requested will be added to the Mentor's honorarium (\$2,500) and disbursed as part of that same lump sum. This means the total payment to the mentor artist will range from \$2,500 to a maximum of \$3,000, depending on the supplies request. This also means that the mentor artist is responsible for managing the funds, purchasing supplies, and/or disbursing the supplies funds to the apprentice.

- a. Mileage may be requested for mentor or apprentice travel at the current Arkansas state rate of \$0.42 per mile starting AFTER 60 miles of travel round trip per trip.
- b. Requests for supplies or mileage funds are limited to apprenticeship related expenses ONLY.
- c. Supplies should be primarily consumable materials and not used towards the purchase of major equipment investments. *Exception for project year 2023-24 will be given for equipment that aids in facilitating meetings safely.*
- d. **NEW FOR 2023-2024: Total funds will be disbursed to the Mentor artist halfway through the project year (February 2024 at latest).** Plan material/supply expenses accordingly.
- e. Contact Arkansas Folk and Traditional Arts with any questions BEFORE submitting your application budget.

Budget:

a. Mentor's honorarium (fixed amount) \$2,500.00

b. Materials and miscellaneous expenses: \$ _____

c. Mileage: (exceeding 60 miles round trip per trip @ \$0.42 cents/mile)

Total mileage for apprenticeship per round trip: _____

Total mileage per round trip, minus 60 miles: _____

Reimbursable mileage X \$0.42: _____ \$ _____

d. Total request (add a, b, and c, total not to exceed \$3,000)	\$ _____
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e. List any specific supplies, materials, or expenses to be donated (optional)

_____ \$ _____