



Residency Budget Worksheet Artist in Residence

Southern Alleghenies Museum of Art
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Please type or print clearly in ink:

Eligible Expenses are residency expenses which are eligible for a matching grant from SAMA. Only residencies that are 20 days with an individual artist are eligible for a 50% match from SAMA. A 15 day residency is eligible for only a 40% match. A 10 Day residency is eligible for only a 30% match.

A 20 day residency will require a 50% match from the school or host. A 15 Day residency will require a 60% match from the school or host. A 10 day residency will require a 70% match from the school or host.

Residency Length	SAMA		Host Organization			Total Artist/Admin. Fees
	Percentage	Dollars	Percentage	Dollars	10% Admin Fee	
10 Days	30%	\$600	70%	\$1,400	\$200	\$2,200
15 Days	40%	\$1,200	60%	\$1,800	\$300	\$3,300
20 Days	50%	\$2,000	50%	\$2,000	\$400	\$4,400

I. Planning & Residency Days

Number of Planning Days (maximum of 3 days/20 day residency, maximum of 1 day/10 day residency) (A) _____

Number of Residency/Teaching Days (min. of 17 days for a 20 day residency) (B) _____

Total Number of Days (A+B) (C) _____

Artist Fee per Day (min. \$195, artist/host are free to negotiate a higher fee) (D) \$ _____
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Total Artist Fees [(C) X (D)] (E) \$ _____

II. Travel Expenses

Mileage: (only applicable when artist travels 50 miles or more, one way per day, to residency site)*

Miles per Day (from mile one, if over 50 miles) (F) _____

Total Mileage [(C) X (F) X \$0.51] (G) \$ _____

III. Total Eligible Expenses

(E + G) (H) \$ _____

IV. Funding Requested

Amount Requested from SAMA (cannot be more than half of Total Eligible Expenses) (I) \$ _____

Amount of Matching Funds (must be at least half of Total Eligible Expenses) (J) \$ _____

Administration Fee (10% of E) (K) \$ _____

Total Funds paid by Organization (J+K) (L) \$ _____

Source of Matching Funds: _____

Matching Funds are: Secured Pending

*Please be sure to check mileage for an artist before submitting a Residency Request Form. SAMA cannot guarantee money for mileage due to the uncertainties of grants. SAMA uses mapquest.com to verify mileage.

**Administration Fee is 10% of Total Eligible Expenses (E)