

State of Illinois

JB Pritzker, Governor

Illinois Arts Council

Nora Daley, Board Chair

Joshua Davis-Ruperto, Executive Director

One State Scholarship

Fiscal Year 2026

Opens: May 23, 2025

Deadline: June 20, 2025

Table of Contents

Illinois Arts Council Staff Contacts.....	2
One State Scholarship Summary.....	3
One State Scholarship Details	4
Process, Notification, and Compliance.....	5
Grant Portal Overview & Applicant Information	7
Application Overview	9
Supporting Documents.....	10

Link [About the Illinois Arts Council](#)

Link [IAC Salesforce Grant Portal](#)

Link [IAC Accessibility Resources](#)

Link [IAC Glossary](#)

Accessible Guidelines

To obtain accessibility information regarding applications and written materials contact the Illinois Arts Council’s ADA/504 Access Coordinator. Please be aware staff is working remotely and it is recommended to reach out to them via email. If you prefer more direct communications send an email that contains your preferred contact telephone number and general timeline of when you are available.

IAC 504/ADA Coordinator

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Illinois Arts Council Staff Contacts

For specific information on this grant, contact the appropriate program staff. Please be aware staff are working a hybrid model and it is recommended to reach out to them via email. If you prefer more direct communications send an email that contains your preferred contact telephone number and general timeline of when you are available. To determine your Program Director please visit IAC's Program Director finder tool: <https://arts.illinois.gov/about-iac/staff/grant-staff-locator.html>

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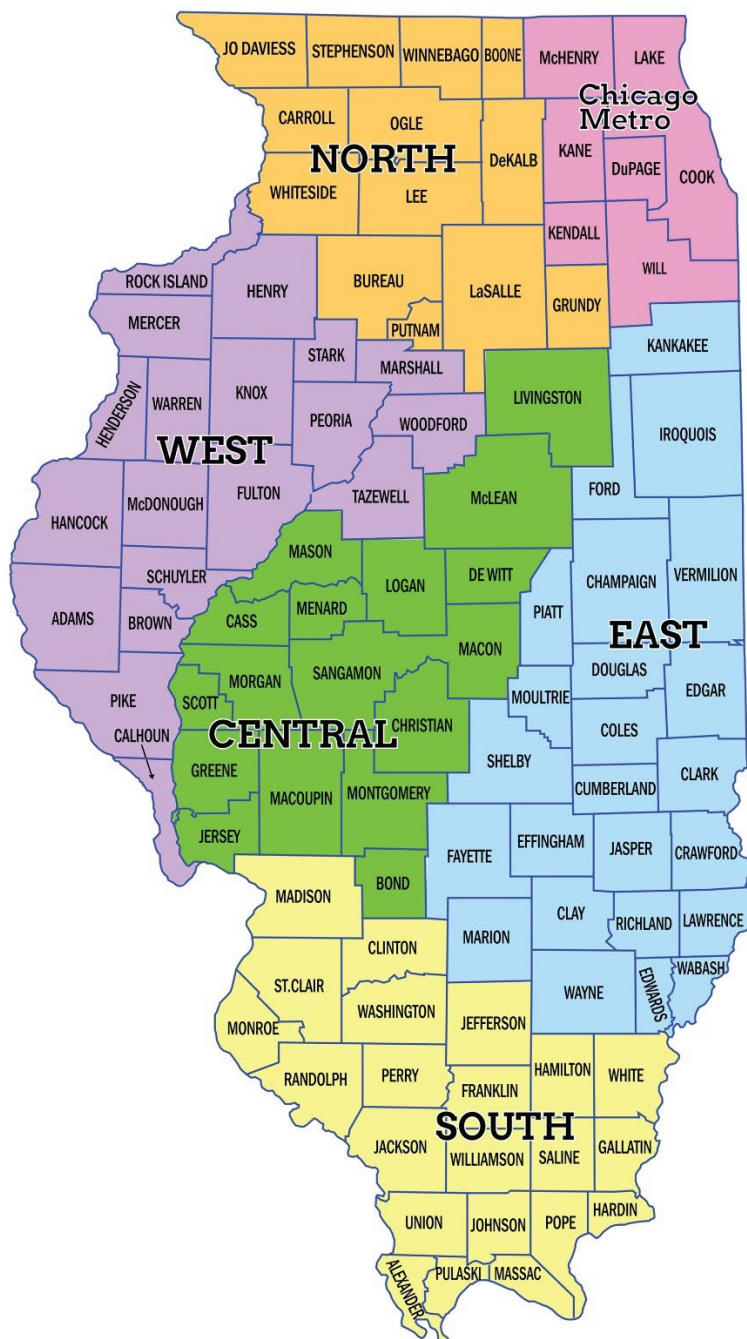
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One State Scholarship Summary

The Illinois Arts Council's (IAC) One State Scholarship provides the opportunity for funding to attend the [2025 One State Together in the Arts & Humanities Conference](#) hosted in partnership with [Illinois Humanities](#).

The 2025 One State in the Arts & Humanities Conference will take place November 5–7 in Champaign-Urbana, IL. Scholarship funds may be used for registration, travel, and lodging expenses associated with attending the Conference.

Who's Eligible

- Individual artists and arts administrators.
- At the time of application artists must:
 - Be established as an Illinois resident prior to June 20, 2024.
 - Not be currently enrolled in a degree-obtaining program, including a college or university in any undergraduate or graduate program.

Award Amount

- Up to \$750
- This award is taxable income.

Application Information

- The application requests information about your plans for the One State Together in the Arts & Humanities Conference.

Key Dates:

Application Deadline:

- Friday, June 20, 2025, at 11:59pm

Grant Period:

- No sooner than August 1, 2025, to November 30, 2025

One State Scholarship Details

Applicants must:

- Apply utilizing a Salesforce grant portal account registered to the applicant.
- Submit all required application materials prior to the deadline.

Making Arts Accessible to All

Accessibility in the arts provides inclusive participation of people with disabilities in all cultural and creative spaces. For further information and resources please see the [Accessibility Resources](#) page on the IAC website.

Applicant Restrictions

- Applicants may only submit one application per fiscal year.
- IAC Board and staff members are prohibited from applying.

Deadline

The application deadline is Friday, June 20, 2025. The application must be successfully submitted by 11:59 PM CST to the [IAC's Salesforce grant portal](#).

Please note that all draft applications will be removed from the IAC system 30 days after the deadline.

Allowable Expenses

One State Scholarship funding may only cover expenses associated with registration, travel, and lodging to attend the 2025 One State Together in the Arts & Humanities Conference.

Unallowable Expenses

One State Scholarship funds may only cover the expenses listed above for the 2025 One State Conference. Per diems, meals, and non-cost-effective travel or lodging will not be considered.

Process, Notification, and Compliance

Review Process

- When the application is created, the Salesforce grant portal will issue an application number that will be used in future communication regarding that application.
 - Applications which have been ruled ineligible or incomplete will not be reviewed.
 - A record of the review process is maintained for all reviewed applications.
-

Notification

All applicants will be notified of funding decisions once the IAC has reviewed and approved funding recommendations. Applicants approved for funding will:

- Receive, via email, instructions regarding requirements to accept and claim the award (see Award Acceptance section below).
- Once all documents have been returned via the IAC Salesforce grant portal and all requirements met, including the completion, and filing of all previous fiscal year Final Reports, the award will be processed, and the payment voucher will be sent to the Illinois State Comptroller for payment.
- **Once the payment voucher has been received by the Illinois State Comptroller payments can take two to six months.** Please note this timing may mean that scholarship recipients may need to make conference expenditures in advance of receiving scholarship funds from the state.

Recipients can check the status of the grant payment through the Illinois State [Comptroller's vendor website](#), or sign-up to be notified about the payment via email, text, or both. Recipients can also sign up for direct deposit from the Illinois Comptroller if they have received a payment from the Illinois State Comptroller's Office within the previous 24 months. Otherwise, the check will be mailed to the address on file. Please contact the Illinois State Comptroller's Office at (217) 557-0930 if you would like to set up direct deposit.

Compliance

Award Acceptance

For awards to be processed all acceptance documents must be submitted to the IAC Grants Office. Award acceptance is a multi-step process that requires uploads to the Salesforce grant portal and email exchanges. It is the responsibility of the applicant to read all emails carefully and follow the instructions.

The documents to be submitted via the IAC Salesforce grant portal include:

- Completed and signed W9 form.
- Grant agreement signed and dated by the Applicant.

Applicants approved for funding will be requested to upload a W9 to [IAC's Salesforce grant portal](#). Following the upload of these documents the Applicant will be sent a link to sign the award acceptance document agreement via Formstack.

Report

All Scholarship recipients will be required to complete and submit a report no later than December 31, 2025, as stated on the grant agreement.

The final report will ask:

- How did the scholarship benefit you, and your organization, if applicable.
- How the funds were expended.
- Optional quote on the impact of the award and/or photo with photo credit.

Grant Portal Overview & Applicant Information

IAC utilizes an [online grant portal](#), powered by Salesforce, to accept applications. The IAC online application consists of form field components and the uploading of required documents. Each component must be completed and submitted in the required format by the deadline.

For instructions go to the [Using Salesforce](#) section of the IAC website. There is also a [user manual](#) for the online grant portal on our website to help guide the application process. Please review this carefully and use as a reference.

Accessing Your Account

The online grant system can be accessed at <https://arts-illinois.my.site.com/>

- If you already have a user account, use your existing account information to login.
- If you do not have a user account, create a new account by clicking “Not a member” and complete the form with name, email and password.

Applicants should use Chrome as the online browser when accessing Salesforce, as the system will not operate properly in other browsers.

If you have difficulties accessing your account (e.g. password reset not working or cannot create an account), email Program Representative, Jasmine Roberson at Jasmine.Roberson@Illinois.gov for assistance.

Applicant Information

Once logged in all applicants should first click on the Applicant Information tab from the top header in Salesforce.

- New applicants should add an individual applicant account, complete and save all required form fields.
- Returning applicants should make sure all information is saved and is up to date on their individual applicant account.

Information requested for an individual applicant account includes:

- Individual Name
- General Contact Information, including a drop-down selection of zip-code and county.
- Primary Discipline Selection – select one
- Any additional disciplines reflected in artistic practice – select as many as applicable
- Checkboxes if individual identifies as BIPOC (Black, Indigenous, and People of Color) or has a disability.

If you have an account for organization you oversee, or founded, you will still need an individual account to apply. Applications from organizations will be made ineligible.

Please note the information in the applicant information tab may be updated at any time. Please keep the information current to ensure communications from IAC reach you.

Grant Program Selection and Completion

After the Applicant Information is completed, applicants should click on the Grant Programs tab to access the application.

- Select the “One State Scholarship - 2025” grant program and click apply
 - The system will prompt you to select an applicant. For One State Scholarships this must be an individual.
- Complete the form fields in the application (see page 9) and click save
- Upload all supporting documents (see page 10)
- Certify and submit the application to IAC Salesforce grant portal.
 - Please note this is a two-step process. Once the application is complete click the Submit Button in the lower left-hand corner. A pop-up will require certification of eligibility and application content.
 - After certification there is a submit button which must be clicked to complete the application in the IAC Salesforce grant portal. The application will not be successfully submitted until the second submit button is clicked.

General Online Application Information

- Please note that after any application is started it will appear on the home screen in the Salesforce grant portal.
- Once the application is started the applicant can revisit the application at any time before the deadline to continue working on the application.
- Within the grant application the requirements/sections will be listed along the left-side of the screen.
- There is no need to click on the financials tab. That is not required for this application, it is part of the architecture of Salesforce and is used for other grants. If you do click on it, simply click the Return button at the top left of the screen.

Application Overview

Application Components

1. Form Fields

Below are the form fields to complete after clicking Apply for the One State Scholarship - 2025 grant program:

Click checkboxes to provide assurance that:

- The Applicant Information tab has been updated.
- You are not currently enrolled in a higher education degree-obtaining program.

2. Supporting Documents

The supporting documents to be provided are:

1. Application Narrative
2. Application Budget
3. Valid Illinois Driver's License or State ID

Please refer to the "Supporting Documents" section for full descriptions.

Supporting Documents

Supporting Documents should be submitted via upload as a pdf and may be no larger than 25 MB in size.

1. Application Narrative

The narrative is limited to one page and should indicate your current arts affiliations, your background as an arts administrator, a brief history of your organization, and your goals for attending the conference.

The uploaded file should be named: Applicant Name_Narrative

2. Budget

The budget should be specific to registration, travel, and lodging to attend the 2025 One State Together in the Arts & Humanities Conference.

Registration:

- Should be budgeted at the rate of \$125.

Travel:

- Travel should be budgeted for the most cost-effective means allowable by your location in the state of Illinois.
- If driving, the mileage reimbursement rate must follow state standards of \$0.70 per mile.

Lodging:

- Conference hotels are \$155 per night.
- Applicants local to the Champaign-Urbana area may not request lodging expenses.

The total request may not exceed \$750. IAC requests that you ask for only what you need to allow the Scholarship funds to support more attendance participation.

The uploaded file should be named: Applicant Name_Budget

3. Valid Illinois Driver's License or State ID

IAC is funded by state taxes and therefore requires a minimum of one year of residency in the State of Illinois.

Your residency verification requires your valid Illinois Driver's License or Illinois State ID. A valid Illinois Driver's License or Illinois State ID will need to expire on, or after, June 20, 2025. If it expired on, or before June 19, 2025, it is not valid.

If the issue date is prior to June 20, 2024, this is the only residency document required to upload.

If the issue date is after to June 20, 2024, you must also you must also submit one of the following additional pieces of residency verification to show you have lived in Illinois for more than one year:

- Your previous Driver’s License or State ID
- A utility bill in your name from prior to June 20, 2024
- A W2 or 1099 from 2023

IAC maintains a Personal Identity Protection Policy which can be found on our website:

<https://arts.illinois.gov/personal-identity-information-protection-policy.html>

Submit a picture of the front of your Illinois Driver’s License or Illinois State ID as a PDF file named: Applicant Name_Residency

For general information contact:

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Visit the [Illinois Arts Council Board Members](#) page for a complete list of current board members.



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