



Artists in Residence 2026

Laila Twigg-Smith Art Fund

Funding Opportunity

Online Application Deadline: Monday, June 15, 2026, 4:00 p.m. HST

BACKGROUND

Laila Twigg-Smith was a well-known artist, art collector, benefactor, and visionary. Her vibrant aesthetic was evident in her personal style, the exhibitions she curated, and the development of her private art collection. Laila strove to nurture and inspire creativity, and to be a catalyst for positive change in the arts and the greater community. During her lifetime, these ambitions took the form of The Contemporary Museum of Honolulu, which she founded, and with which she remained actively engaged until her death. The Laila Twigg-Smith Art Fund (LAF) was created to carry her ambition forward, for the benefit of the arts and artists of Hawai'i and beyond.

OVERVIEW

The purpose of the LAF is to provide artists opportunities to immerse themselves in new environments, to absorb different influences, and to realize fresh visions.

The LAF Artists in Residence grants are awarded biennially to Hawai'i nonprofit organizations/programs to host artists in residence for a defined period. During the residency, the artists in residence focus on developing their own artistic practice while engaging with Hawai'i-based artists and the broader community through dynamic, meaningful interactions that have the potential for long-term impact. Artist(s) in residence should be widely recognized, outstanding artists, including visual artists, writers, musicians, dancers, and other performing artists. Artists may be based in the continental United States, foreign countries, or Hawai'i. For Hawai'i-based artists, the residency must support new relationships with a host organization/program and new forms of community engagement; ongoing or existing collaborations are not eligible.

The Advisory Committee for the LAF will review applications and make recommendations for grants for programs that are most consistent with the purpose and priorities of the fund.

TIMELINE/KEY DATES

Description	Date
Application Release	3/16/2026
Virtual Coffee Hours to learn about the Funding Opportunity and for Q&A <i>Please register to attend the Coffee Hour event. You are not required to attend this event.</i>	4/1/2026 10:00 – 11:00am: Register here . 4/7/2026 4:00 – 5:00pm: Register here .
Application Deadline	6/15/2026 by 4:00pm HST

Focus: Supports organizations/programs to host artist(s) in residence to spend time in Hawai'i to focus on their own artistic practice while engaging Hawai'i-based artists and the broader community.

Grant Range: Grants up to \$20,000, generally grants will be \$8,000 - \$10,000.

Grant Period: 8/1/2026 – 7/31/2027



Grant Start Date	8/1/2026
Virtual Orientation for Grantees	8/25/2026 10:00 – 11:00am
Grant End Date	7/30/2027
Final Report Due	8/30/2027

ELIGIBILITY & REQUIREMENTS

- Hawai'i nonprofit organizations that are 501(c)(3) IRS tax exempt organizations or programs with a fiscal sponsor with 501(c)(3) status, are eligible to apply.
- Organizations currently funded by HCF with overdue final reports are not eligible to apply.
- Organizations can submit 1 application to the Artists in Residence Funding Opportunity. An organization can serve as a fiscal sponsor for a different program.
- Programs and expenses that will not be funded:
 - General operating expenses
 - Recurring rent/facilities expenses
 - Capital or endowment campaigns and related expenses
 - Facility maintenance, repair, or improvements costs
 - Equipment purchase costs
 - Entertainment expenses
 - Travel expenses unrelated to the program

EVALUATION CRITERIA

The strongest applications will be those that meet all or most of the following criteria:

Outstanding Artist

- Artist(s) in residence is widely recognized for the high caliber of their artistic work.
- Introduces unique artistic genres to the community or represents artistic programming that is innovative or risk-taking for the organization.
- Applicants can request funding to support more than one artist in residence during the grant period in the same application. The artists' experience and the plan for each residency must be provided.

Involvement with Hawai'i-Based Artists and Community

- Engages Hawai'i-based artists and the community in dynamic, meaningful interactions.
- Provides a **minimum of five (5) or more distinct residency activities** with the artist(s) in residence and Hawai'i-based artists and/or the community. These may include, but are not limited to, exhibitions, open studios, workshops, public presentations, performances, lectures, or other public events (virtual and/or in-person).
- Demonstrates a clear strategy for identifying, reaching, and engaging the community.
- Collaborates with other organizations to increase the impact in the community.

Impact of Program on Community

- Provides potential for long-term, creative impact in the community.
- Contributes to building new audiences for the organization and/or the arts.
- Provides opportunities for significant learning, exchange, or experiences to take place by appropriately designed activities for each audience or participant group.
- Includes an evaluation component that identifies measurable goals and indicators of success.



Program Implementation

- Organization and key personnel demonstrate the ability to successfully carry out the program.
- Program budget is realistic and adequate to support the proposed program.
- Preference is that the program budget demonstrates support from additional sources.

FUNDING

Grant awards will be up to \$20,000 for a one-year period. Most grants will range from \$8,000 to \$10,000. The LAF will award up to \$110,000 in total for Artists in Residence grants. Applicants will be notified of funding decisions in late July 2026. The grant period will start August 1, 2026.

APPLICATION PROCESS

Online Application

Applications can be submitted online via the Hawai'i Community Foundation's Grants Portal https://hawaiicf.smartsimple.com/s_Login.jsp using Google Chrome or Mozilla Firefox. Applicants must log in to their account to apply; new users must register for an account. We recommend that you do not wait until the last moment to submit your application as you may experience technical difficulties. Only complete applications submitted by the deadline will be accepted; this includes completion of the organization profile and associated fiscal sponsorship documents, if applicable.

Instructions

- The online application has fillable boxes with character limits. The character counts in MS Word may not match the character counts in the application. If you cut and paste your work into the application, please be sure your text fits the space provided.
- The online application accepts diacritical markings in written 'Ōlelo Hawai'i (Hawaiian language).

ORGANIZATION PROFILE

As part of the online application your organization profile must be certified prior to submission of grant applications and must be certified every 6 months. Information needed to complete your organization's profile includes, but is not limited to, the following:

- IRS 501(c)(3) determination letter (not required if previously applied to the Foundation or if applying through a fiscal sponsor)
- Number of full-time, part-time, or regular volunteer staff
- Organization Mission
- Service Location(s)
- Types of services provided (including age, gender, and target populations served)
- Financial Statements:
 - Annual Operating budget for current year
 - Income statement (or profit/loss statement) for the most recently completed fiscal year
 - Balance sheet for the most recently completed fiscal year
 - Audited financial statements are preferred but not required
 - Local units of national organizations must submit local unit financial information
- Board of Directors List



- If you are using a fiscal sponsor, please be sure that they complete their organization profile including the certification requirement prior to the application deadline.

APPLICATION

The application consists of 4 tabs: *Program Overview*, *Program Information*, *Budget*, and *Supporting Documents & Certification*. All required fields are marked with an asterisk.

1. Program Overview

- Provide general information and characteristics about the program including program title, duration, program location(s), ages and genders served, and the CHANGE sector(s) your program most closely aligns with.
- For more information about the CHANGE framework, please visit our website <https://www.hawaiicommunityfoundation.org/change>.
- If you have a fiscal sponsor, you will be asked to identify your fiscal sponsor. Please note, your fiscal sponsor must be registered in the Grants Portal prior to submitting your application.

2. Program Information

- **Organization Description:** Describe the history and mission of the organization/program. What is the organization's experience conducting residency programs? Describe staff experience and capabilities to conduct the proposed program. *(Maximum 2,500 characters with spaces = ¾ page)*
- **Problem or Opportunity:** Describe the need for this program and the opportunities it will provide for Hawai'i-based artists and the community. *(Maximum 3,000 characters with spaces = ¾ page)*
- **Program Activities:** Provide information about the artist(s) in residence and describe the residency activities that will be completed during the program period. Provide a program timeline. Describe the target participants and the strategy for identifying, reaching, and engaging the community. Share about collaborations with other organizations (if applicable). *(Maximum 3,500 characters with spaces = 1 page)*
- **Expected Results:** Describe the desired impact of the program on the artist(s) in residence, Hawai'i-based artists, and the community and how you will measure the success of your program. Provide the projected number of participants the residency will engage. *(Maximum 3,500 characters with spaces = 1 page)*

3. Budget

- Provide your total program budget and amount requested through this application.
- Upload your program budget, showing expenses and income that are pending and secured. Budget expenses can include artist(s) in residence fees, expendable supplies and materials, travel and transportation costs, and other expenses.
 - An Artists in Residence program budget template is available in the Grant Portal's Resources section. **You are required to use this template.** Upload the program budget as a PDF.

4. Supporting Documents & Certification – Upload the following additional required documents as PDFs:

- **Schedule of Residency Activities:** Download the template from the Grant Portal's Resources section.



- **Resume or biographical profile of proposed artist(s):** Maximum of 2 pages per artist.
- **Examples of proposed artist(s) work:** Upload a pdf document with at least ten (10) but no more than twenty (20) examples of work per artist which can be images and/or videos. For images, each image should be on a separate page and displayed as large as possible. Include a numbered master list of images with a brief description of each image including dimensions and media. For videos, provide one page with a link and description of each video.
- **Programs with fiscal sponsors must upload the following:**
 - Resolution by fiscal sponsor's board of directors authorizing fiscal sponsorship
 - Fiscal sponsor's agreement form
- See more information about these forms and fiscal sponsors below.
- Note the maximum upload file size is 2GB. If your supporting documents exceed this limit, please email your supporting documents to Alanna Salas at asalas@hcf-hawaii.org before the application deadline.

FISCAL SPONSORS

- Fiscal sponsors must have an account in the Grants Portal. Their profile must be certified and include their IRS 501(c)(3) determination letter and up-to-date financial documents. Fiscal Sponsor Agreement and Board Resolution templates can be found at this [link](#).
- Fiscal sponsors are required to certify the application before it can be submitted by the applicant. To do so, the applicant must invite the fiscal sponsor to collaborate on the draft application. Please reference this [video](#) and our [External User Guide](#) on how to invite collaborators. The fiscal sponsor as a collaborator can then check the Fiscal Sponsor certification box under Supporting Documents & Certification.

NOTIFICATION PROCESS

Decision notifications will be sent by email to the applicant, applicant's Chief Staff or Volunteer, and if applicable, the Fiscal Sponsor contact in the Grants Portal. The decision letter will be attached to the email and available in the Grants Portal under My Application Tracker in the Active or Historical tabs.

CONTACT INFORMATION

If you have questions about this Funding Opportunity, please contact Elise von Dohlen of the Hawai'i Community Foundation at 808-566-5585 or by email at evondohlen@hcf-hawaii.org.

For technical assistance with the Grants Portal, please submit a [support ticket](#).

Tips for Applicants

- How-to videos, the Applicant User Guide and support tickets can be found on our [website](#).
- Tool tips can be found throughout the portal. These boxes indicate exactly what information you should provide.
- If you have an existing organization profile and fields are not editable, please click "Update Profile". This will move your organization profile to draft and allow you to make edits. Click "Submit" to move it back to active status.