

artists' fellowships directions for applying 2010

Now in its 38th year, the New York Foundation for the Arts gives more money and support to individual living artists of all disciplines than any other organization in the country: nearly \$7 million in grants and services annually. NYFA serves individual artists through financial and information assistance, and promotes their freedom to develop and create.

For the past 25 years, the New York Foundation for the Arts has awarded Artists' Fellowships of \$7,000 to individual originating artists living in New York State and/or Indian Nations located in New York State. NYFA is committed to supporting artists from diverse cultural backgrounds at all stages of their professional careers. In 2009, NYFA awarded 131 Fellowships to 134 artists, with 3 collaborations.

Who can apply?

- 1 You must be 18 years old or older
- 2 You must be a resident of New York State and/or one of the Indian Nations located in New York State for at least 2 years prior to October 1, 2009

Who cannot apply?

- 1 A graduate or undergraduate student enrolled in any degree program at the time of the application deadline
- 2 A recipient of a NYFA Fellowship award in 2007, 2008, or 2009
- 3 An employee, member of the Board of Trustees or Artists' Advisory Committee of NYFA, an immediate family member of any of the above, or an immediate family member of a 2009-2010 panelist



DEADLINE & CATEGORIES

Applications must be submitted online on or before the following dates:

November 2, 2009

Fiction
Playwriting/Screenwriting
Photography

November 3, 2009

Painting
Music/Sound

November 4, 2009

Architecture/Environmental Structures
Choreography
Video

These are firm deadlines, no exceptions will be made. We recommend completing your application in advance of the deadline to avoid technical problems.

2010 Categories:

Architecture/Environmental Structures, Choreography, Fiction, Music/Sound, Painting, Photography, Playwriting/Screenwriting, and Video

The following categories will not be reviewed until the 2010-2011 cycle of Artists' Fellowships (deadline October 2010): Digital/Electronic Arts, Crafts, Film, Nonfiction Literature, Interdisciplinary Work, Poetry, Printmaking/Drawing/Book Arts, and Sculpture

NYFA is pleased to accept online submission of Artists' Fellowships' Applications. To apply, visit nyfa.org/afp. (See page 3 for more details).

NYFA's Artists' Fellowships are administered with leadership support from the New York State Council on the Arts, a state agency.

Category Descriptions

You may apply in up to 2 categories per year, but you may only receive funding in one. Submit separate support materials for each category. If you are mailing your work sample, be sure to use separate envelopes for each category and label the envelope with the name of the category.

Architecture/Environmental Structures

This category includes environmental design; the making of places, spaces, constructions, and landscapes; traditional and experimental forms of architecture (built or unbuilt); and/or work made for hire. NYFA recognizes that architecture is typically a collaborative process, but applicants should only submit work for which they are able to demonstrate they played the primary design role. Please submit a maximum of 8 digital images of your work. In addition, you may also submit 1 copy of a maximum of 10 pages of appropriate drawings and text (750 words maximum, typeface must be 12 or larger) to accompany the digital images you have submitted. Text should relate directly to digital images submitted.

Technical Statement:

In addition to the Work Statement, applicants must provide a brief statement describing the relationship of the support materials to the work (i.e. is it the work itself or a documentation of the work?). Briefly state the circumstances in which each submitted project was produced (for instance: personal work, work for a client, work at an office) and whether the work is built or unbuilt.

Choreography

This category accepts work in all choreographic styles, including mixed-media or multi-genre performance works in which choreography and/or organized movement is primary. Please submit 1 or 2 works, either on separate videotapes or on 1 DVD. Please indicate a primary and secondary cue point for each work sample. **Please include the entire piece and cue past color bars and credits.** Panelists review a total of up to 4 minutes of each applicant's work in this category. Live performances and rehearsals will not be audited by NYFA.

Fiction

This category accepts work in all varieties and genres of prose fiction, including novels, short stories, and experimental forms. Work in graphic or comic book fiction is also accepted in this category. You may include as many different short stories or novel excerpts as you wish within the 20-page limit, but overly brief fragments should be avoided. If your sample is an excerpt, please include an excerpt explanation. In addition to your Work Statement you may provide an excerpt explanation if applicable. You may use the Cultural/Technical Statement to provide excerpt information.

Music/Sound

This category accepts submissions from composers working in any and all styles of music including soundscapes and experimental forms. Please submit 1 or 2 original compositions in their entirety, indicate a primary and secondary cue point for each work sample. Each work may be accompanied by 1 copy of corresponding scores or, where appropriate (e.g. jazz/extended forms), fully harmonized lead sheets. If submitting work on CD, please indicate on your work sample inventory which track(s) you want the panel to review. In improvisational compositions where the composer is also performing, please identify the instrument played by the composer. Panelists review up to a total of 4 minutes of each applicant's work in this category.

Note: *If you regard your work as unscorable by nature, your Work Statement will serve in lieu of a score or lead sheet. Work by librettists and lyricists is not reviewed in this category; librettists should apply in Playwriting/Screenwriting.*

Painting

This category accepts work that involves painting of any kind upon any surface. However, artists who make engravings, etchings, lithographs, prints, serigraphs, woodcuts, and drawings should apply next year in the Printmaking/Drawing/Book Arts category - not Painting.

Photography

This category accepts work in traditional, digital and experimental photography or any work in which photography or photographic techniques are pivotal, if not exclusive. Please submit a maximum of 8 digital images. Prints will not be accepted.

Playwriting/Screenwriting

This category accepts work in the writing of stage plays, screenplays, teleplays, libretti, radio plays, and audio dramas. While librettists should apply in this category, no audio is accepted. Composers of music theater works are advised to apply in the Music/Sound category. Please select up to 20 pages from a script that best represents your current work. If your sample is an excerpt, please include an excerpt explanation. Indicate on the Work Statement of each manuscript sample what is the intended medium of the work, e.g., stage, screen, television, etc.

Video

This category accepts work in video or any work in which video or video techniques are pivotal, if not exclusive. All genres are eligible. If your work was produced collaboratively, specify your role in its production. Only artists who are submitting video installations may supplement their application with images that relate directly to the video work(s). Please submit 1 or 2 works in their entirety. If a work-in-progress is submitted, it must be accompanied by a completed work. Panelists initially review up to a total of 3 minutes of each applicant's work in this category.

How To Apply

Applications are currently being accepted online.

- 1 Visit nyfa.org and click on link to Artists' Fellowships to register and create a new account before you open an application. You will be able to return and login as needed to edit your application(s) until you submit it.
- 2 Submit the online component of your application and mail your work sample by 11:59 pm EST on your

category's due date (see page 1).

- 3 When you have completed and submitted your online application, you will be given a confirmation number. You must include this number with work samples submitted via USPS mail. This means you cannot mail your work sample until you have completed and submitted your online application.

NOTE: *Once you have submitted your application, you will no longer be able to make changes, so be sure you have reviewed everything carefully before submitting.*

- 4 Please print a hardcopy of your application for your records.

Application Requirements

- 1 **Work Sample:** A representation of your recent artistic work within the last 5 years. For each discipline, submit the following materials. (Please see page 4 for formatting requirements):

Architecture/Environmental Structures - Up to 8 digital images.

Choreography - Up to 2 works, each work on a separate videotape (VHS) or both on 1 DVD.

Fiction - 6 copies of a 20-page, double-spaced manuscript sample.

Music/Sound - Up to 2 compositions on 1 CD.

Painting - Up to 8 digital images.

Photography - Up to 8 digital images.

Playwriting/Screenwriting - 6 copies of a 20-page script.

Video - Up to 2 works, either on separate videotapes or on one DVD; and up to 8 digital images (optional - for video installations only).

- 2 Work Sample Inventory/Image Description:** Information regarding your work sample (i.e., title, date). Please note that for categories accepting digital images this information is requested with each image rather than on a separate page; you have the option to provide a specific description about each image, and/or whether it is a detail or installation view.
- 3 Work Statement:** 200 word statement that directly relates to the work sample submitted and will explain this work to the review panel. Work Statements will be available for panelists to read as they view your work sample.
- 4 Cultural/Technical Statement: (Optional, unless otherwise noted):** 400 word statement to be used if your work is rooted in a specific technique and/or cultural tradition and requires additional explanation.

Additional Statement or 400 word statement supplemental statement to further orient the panel to the context, concept and execution of work sample(s). Statements will be available for panelists as they view your work sample.

- 5 Resume:** 700 word resume that details your artistic career as it relates to the discipline in which you have applied. You may choose CV or bio format.

Directions for formatting support materials

Audio CDs

You may submit a maximum of 2 works on CD. Please indicate a primary and secondary cue point for each work sample. Label CD and case with your name, title of work, date of completion, and credits. In your Statement, clearly specify your role in the production. Keep in mind the panel reviews a large volume of material in quick succession; in the initial round panelists will review up to a total of 4 minutes of work; it is very important that you select your strongest work. Should you advance to a later round, panelists may listen further. To that end, each excerpt should be accompanied by the piece in its entirety.

Digital Images

Please upload up to 8 digital images using the following specifications.

Dimensions: 1,240 pixels x 1,240 pixels (maximum)

Resolution: 72 dpi

File size: No larger than 4.0 MB (each image)

File format: .JPG

Upload your images directly to your application. Do NOT send discs containing image files. Images will be shown in the order they are uploaded, four at a time and will appear as you see them in image preview on the application.

Images are viewed on widescreen, PC laptops and projected at roughly 30" x 40" per image via high definition digital projectors. Moderators will read aloud the materials, dimensions, and date of the first and fifth image; panelists will have access to this information as well.

Manuscripts

Each manuscript sample must be securely bound in a separate soft-cover binder with built-in fasteners. Do not submit 3-ring loose-leaf binders, paper clipped, or stapled manuscripts. Clear plastic folders with slide-on spines are not recommended as the spines frequently slide off in transit to panelists.

You will submit 6 copies of your bound manuscript, which includes the following items in this order:

- * Work Sample Inventory page, **include your confirmation number and name**
- * 200 word Work Statement
- * Excerpt explanation paragraph (if necessary)
- * Cultural Statement (if necessary)
- * Up to 20 pages, double spaced, that best represent your work within the past 5 years. If you are excerpting a larger work, you are strongly advised to include substantial portions, rather than small fragments. Please number the pages of your sample, excluding statements.

Do not include publication and/or production information anywhere on your manuscript. Do not attach your artistic resume to your manuscripts.

Manuscripts must be typed on 8 1/2" x 11" white paper. Do not use onion skin or unusually delicate paper. Only clear, readable copies are acceptable; otherwise the manuscript cannot be reviewed. Typeface must be 12 point or larger. All work samples must be in manuscript form, either typewritten or computer printed. Photocopied excerpts from books or periodicals, in published form, will not be accepted.

Manuscripts must be in English, however, the artist does not need to be the translator.

VHS and DVDs

You may submit one or two recent (within the last 5 years) work samples (see Application Requirements for specific category needs). Select a total of 3- 4 minutes that you would like the panel to watch initially. Should you advance to a later round, it is likely that the panel will watch more than your initial excerpt. For this reason, you must submit the complete piece(s) along with your excerpt(s). You may indicate a secondary cue point within the complete piece which would be reviewed in later rounds.

A work-in-progress should be accompanied by a completed work.

Do not submit trailers, edited clips or promotional pieces.

Keep in mind the panel views a large volume of material in quick succession; it is very important that you select a compelling section of your strongest work.

Label each videotape/DVD and its case with your name, title of work, whether it is work sample 1 or 2, date of completion, and confirmation number. Please make sure this corresponds to the application online.

Submitting your application

DVD

Please excerpt your work sample(s) as separate chapters. On the same DVD, include the piece(s) in its entirety. Preferred format: DVD-R or DVD-RW.

All applicants must create and submit an application online. Please visit nyfa.org/afp.

Work Samples

Digital Images

All digital images should be submitted online. Applicants in Architecture/Environmental Structures, Painting and Photography will not need to mail anything to NYFA.

Other Work Samples

All other work samples (including CDs, Manuscripts, Videotapes, DVDs, and text/graphics documents) should be mailed or delivered in person to NYFA. You must include your application confirmation number and your name with your work sample.

Sending your work samples by mail

Address the envelope as follows:

(Your Category)

New York Foundation for the Arts

20 Jay Street, Suite 740

Brooklyn, NY 11201

All materials must be postmarked by midnight on the due date of your category (*see page 1*). If you need immediate confirmation of receipt of your application, send it by registered mail.

Delivering your work samples in person

Hand deliveries must be in NYFA's office by 5:00 pm on the due date of your category (*see page 1*). The deadline will not be extended.

Directions: You can reach NYFA's office in DUMBO by taking the F train to the York Street stop.

IMPORTANT: You must write the category to which you are applying on the envelope that contains your work sample.

Frequently Asked Questions

What is a Fellowship?

Artists' Fellowships are not project grants but are intended to fund an artist's vision or voice, regardless of the level of his or her artistic development. NYFA is committed to supporting New York State artists of diverse cultural, sexual, and ethnic backgrounds. NYFA does not discriminate based on age, gender, ethnicity, sexuality, or ability/disability of artists, and welcomes work whose content reflects the lived experiences of the applicants.

What if I do not have access to the internet?

There are many public places to access the internet: the local library, arts councils, copy shops, friends and family.

What should I do if I have technical problems?

Email fellowships@nyfa.org, or click on "Technical Problems" in the upper right-hand corner of the application. To avoid technical problems we strongly recommend applying in advance of the deadline.

How are fellows selected?

Artists' Fellowships are chosen based on the single criterion of work that demonstrates a compelling vision as defined by the assembled panel's collective opinion. Materials are reviewed and voted on by the panelists in elimination rounds which produce a smaller pool for each round. An artist's advancement is a product of the collective vote of the panel. A single panelist cannot ensure an applicant's success or failure. Panel proceedings are reviewed by the Artists' Advisory Committee and by NYFA's Board of Trustees. Neither the Committee nor the Board reviews the work of applicants or makes any aesthetic judgements. Panelists' names are kept confidential until the awards are announced. Artists are awarded fellowships at all career levels.

How is work reviewed?

For all categories, an applicant's statements are available for panelists to read as they review support materials. In visual arts, an artist's digital images are projected four at a time, horizontally, in the order uploaded by the applicant. Moderators

will read aloud the materials, dimensions, and date of the first and fifth images to the panel. In categories accepting video and audio, panelists review up to a total of 3 or 4 minutes of an applicant's work samples, and may scan through the samples in later rounds. In the literature categories, manuscripts are reviewed by five readers across the state before assembling at NYFA for the final decision. NOTE: This review is not anonymous. Applicants' names are known by the panelists in all categories.

How are panels assembled?

Recommendations for potential panelists come from many sources, including: the Artists' Advisory Committee, arts and cultural organizations around New York State and Indian Nations located in New York State, and suggestions from practicing artists. All potential panelists must be practicing artists in the discipline they review and must receive three recommendations from their field. The Artists' Advisory Committee then approves final choices that reflect considerations of genre, age, ethnicity, and geography within New York State and Indian Nations located therein. Applicants may participate in this process by suggesting themselves or others as panel candidates on the application. NOTE: Panelists change each year.

If I work with another artist, how do I apply?

Collaborating artists should apply together. A collaboration is defined as up to three artists who can clearly demonstrate an ongoing collaborative career. Collaborators only need to establish one online account, wherein each artist will provide his/her biographical information. However, only one set of statements and work sample(s) is required for the collective application. Should a collaborative application receive an award, the grant will be divided evenly between the collaborating artists. All individual applicants must clearly state their roles and must meet eligibility requirements.

Can I apply in more than one category?

You may apply in up to two categories per year, but you may only receive funding in one. Open one account online, create an application for each category and submit separate support materials for each category. Indicate the other category in which you are applying on each application.

When are the fellowships announced?

All applicants will be notified of final decisions in mid-April 2010. The names of all Fellows and the panelists who selected them are listed online at www.nyfa.org, in May of 2010.

If I receive an award, what must I do?

Fellows must first verify their New York State residency or residency on an Indian Nation within New York State. Once a recipient has received notification of their award, they are required to submit documentation verifying their residency for the years 2007, 2008, and 2009. Acceptable documents include tax forms, phone bills, utility bills, bank statements, driver's license, etc.

Grants are given in two payments. The first payment of \$6,300 will be made upon verification of residency. To receive the final \$700 of the award, Fellows must perform a public service activity with a community-based organization in New York State or on an Indian Nation within New York State through NYFA's Artists & Audiences program. Each Fellow must submit a final report on the Fellowship year and the public service event. Most recent tax laws state that Fellowships are taxable income; consult your tax advisor.

How are my materials returned?

Artists' Fellowships does not return any support materials. Please do not send originals.

Questions or Comments?

Please email fellowships@nyfa.org

Artists' Advisory Committee

Tobias Armborst (Architecture/Environmental Structures)

Deborah Artman (Fiction)

Terry Boddie (Photography)

Nao Bustamante (Interdisciplinary Work)

John Brekke (Crafts)

Alexander Chee (Fiction)

Leo Crandall (Music Composition)

Sylvia de Swaan (Photography)

Stefan Forbes (Video)

Elaine Gardner (Choreography)

Raymond Ghirardo (Sculpture)

Yoko Inoue (Sculpture)

M.J. Iuppa (Poetry)

David Johnston (Playwriting/Screenwriting)

Michael Puryear (Crafts)

Ann Reichlin (Architecture/Environmental Structures)

Sergio Sericolo (Painting)

Betty Shamieh (Playwriting/Screenwriting)

Brooke Singer (Digital/Electronic Arts)

Trustee Liaisons to the Artists' Advisory Committee:

Judith Brodsky

Carol Ross

The Artists' Advisory Committee, appointed by NYFA's Board of Trustees, is an ethnically and geographically diverse group of professional New York State artists who represent all the disciplines in which Fellowships are awarded. The Artists' Advisory Committee determines policy and procedures for Artists' Fellowships but does not make decisions on individual applicants. The above list represents the Committee roster in 2008-09, and is subject to change in the 2009-10 cycle.