NYSCA/NYFA Artist Fellowship 2022 ARCHITECTURE/ENVIRONMENTAL STRUCTURES/DESIGN Guidelines

Application Deadline:
Wednesday, January 26, 2022 5:00PM EST
NYFA <u>only</u> accepts application submitted online at *apply.nyfa.org/submit*

The NYSCA/NYFA Artist Fellowship is a $7,000 unrestricted cash grant available to artists living in New York State and/or one of the Indian Nations located therein.

NYSCA/NYFA Artist Fellowships are administered with leadership support from New York State Council on the Arts with the support of Governor Kathy Hochul and the New York State Legislature.

Opens: Tuesday, October 5, 2021 10:00AM EDT
Closes: Wednesday January 26, 2022 at 5:00PM EST

<u>Applications submitted after this deadline will not be accepted and no exceptions will be made.</u> We strongly recommend that applicants complete their applications in advance of the deadline to allow time for work samples to upload and to avoid potential technical problems.

Applicants will receive an automatic response from Submittable once their application has been successfully received.

For more information please email fellowships@nyfa.org or visit our website:
https://www.nyfa.org/awards-grants/artist-fellowships/

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HOW TO APPLY

All applications and work samples must be uploaded and submitted via the online application platform Submittable at **https://apply.nyfa.org/** . NYFA does not accept any physical copies of applications.

Applicants must have a Submittable account in order to access the application form and upload supporting materials. To create an account, click on the **NYSCA/NYFA Artist Fellowship: Architecture/Environmental Studies/Design 2022** application, enter your details, and click *Create Account and Continue.* A verification email will be sent to your email address; check your inbox and click on the link provided in the email to verify your account. If you already have an account, sign in and begin the application.

*If you do not receive an e-mail from *Submittable* in your inbox, be sure to check your Spam inbox.

DISCIPLINE DEFINITION

Architecture/Environmental Structures/Design
This category includes environmental design; the making of places, spaces, constructions, and landscapes; traditional and experimental forms of architecture (built or unbuilt); functional art and design objects; 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.

APPLICATION REQUIREMENTS

When submitting an application to all ARCHITECTURE/ENVIRONMENTAL STRUCTURES/DESIGN categories you will need to complete:

Required:
- **Artist Statement** - up to 100 words
- **Work Statement** - up to 100 words
- **Excerpt Explanation** - up to 400 words
- **Work Samples** - up to 10 digital images with descriptions

Optional written statements:
- **Technical Statement** - up to 200 words
- **Cultural Statement** - up to 400 words

Work Samples - *Images of Your Art*

Work samples are a representation of your artistic work created within the last five years. This is the most important part of your application, as it will be the primary point of review. Keep in mind the panel reviews a large volume of material in quick succession; therefore, it is very important that you present your work clearly.

Work Sample Inventory: Applicants can submit **up to 10 digital images**. You do not need to submit all 10 work samples if you feel your practice is represented well with fewer.

We do not recommend applicants upload composite images. Each application can only have up to 10 artworks represented through the image work samples. Images of diptychs, installations, and multi-part works are not considered composites.

Work Sample Descriptions: Before you upload your files to your application, you will need to name your files. **Do not label any work samples with your name.** Instead, label each uploaded work sample starting with a number 01 through 10, followed by the title of the work. Number your files in the order you would like them to be reviewed.

After your work samples have been uploaded, you will be able to provide descriptions (metadata) for each submitted work sample, including title, date, materials, dimensions, and additional information (format, equipment, location etc.). If your piece is largely conceptual, and requires additional written context, please explain this in the "additional information" section using 1 - 2 sentences.

File Format
File name: label each image starting with a number 01 through 10, followed by the title of the work, ex. *01_Landscape.jpg* Do not include your name.
File size: No larger than 4.0 MB (each image)
File format: .jpg

When formatting your images, RGB is the recommended color profile for screen viewing. You can use image editing software such as Photoshop or Preview to edit, resize and format your images.

Support Statements - *Written Statements About Your Artistic Practice*

Artist Statement: A short concise statement giving an overview of your artistic practice. This statement should give a brief introduction to ideas, themes and methods in your practice. This is not an Artist's Bio. Up to 100 words.

Work Statement: A statement explaining your artistic vision as directly related to your submitted work samples. This is not an artist statement, but should instead reflect only the ideas and inspiration relevant ONLY to the work submitted. Up to 100 words. *The work statement is available to panelists in the first round of review.*

> **Questions to consider for your Work Statement:** *Referencing only the submitted Work Samples*
> 1. What is your submitted work about?
> 2. How does this work represent the primary concerns and intentions of your artistic practice as described in your artist statement?

Excerpt Explanation: A supplemental statement further explaining the context, concept, and execution of your work sample(s). This statement can also explain how the excerpted work sample(s) relate to the entire original piece. Within the Excerpt Explanation you can itemize each submitted Work Sample and talk about them individually. Up to 400 words.

> **Questions to consider for your Excerpt Explanation:** *Referencing only the submitted Work Samples*
> 1. What information is needed to give context to your work samples?
> 2. Consider itemizing your excerpt explanation, describing each work sample.

Technical Statement (*Optional):* A supplemental statement describing the key technical aspects of the work. Use this statement to highlight your role in creating/executing the work. Be sure to note whether your work samples represent documentation of a performance, installation, experience, etc. You can also describe the circumstances in which the viewer/audience should experience the work. Please include instructions on how to navigate your work if it's interactive. Up to 200 words.

> **Questions to consider for your Technical Statement:** *Referencing only the submitted Work Samples*
> 1. How was the work created/executed?
> 2. What specific techniques are integral to creating the work?
> 3. What is the original context for this work, i.e. photo essay, book, etc?

Cultural Statement (*Optional*): A supplemental statement describing how your work is rooted in a specific cultural technique, tradition or community. Up to 400 words.

> **Write a Cultural Statement if:** *Referencing only the submitted Work Samples*
> 1. Your practice stems from a specific and/or unique cultural tradition.
> 2. The understanding of your work is dependent on the context of a cultural community.

Review Process - *How Are Applications Reviewed?*

Architecture/Environmental Structures/Design applications are reviewed online over the course of 3 elimination rounds. All applications will be reviewed anonymously in the first round of review.

In Round 1, the panel will have access to all applicants' Work Samples (up to 10 images) and the Work Statement. Applications are assigned a number and reviewed anonymously. In these rounds panelists are directed to review and score applications independently.

In Round 2, panelists will have access to all supplemental written statements (i.e: Artist Statement, Excerpt Explanation, Cultural Statement, and/or Technical Statement). Similar to the first round, the panel will continue to review and score applications independently.

In the following round, the panel will meet online and collectively discuss the applications that have made it into this round before selecting the Fellowship Recipients.

Please note, panelists will not look at websites of any kind during the application review process. Submitting any work that has been awarded a NYSCA/NYFA Artist Fellowship in the past will automatically disqualify your application.

Once submitted, you will no longer be able to make changes to your application!

You will receive an automatic confirmation notification from Submittable once your application has been successfully submitted. If you do not see this confirmation, please contact fellowships@nyfa.org .

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