

## **NYSCA/NYFA Artists with Disabilities Grant FAQ**

### **ELIGIBILITY**

**Q: How does NYFA define disability for this grant?**

**A:** NYFA follows the [Americans with Disabilities Act \(ADA\)](#) definition of disability as “a physical or mental impairment that substantially limits one or more major life activities.” Applicants must identify as disabled to qualify for this program. Applicants are asked to identify as being or having one or more of the following when filling out the application:

- Physical/Mobility disability
- Cognitive/Intellectual/Developmental disability
- Mental Illness/Psychiatric disability
- Sensory disability (including D/deaf, hard of hearing, blind, partially sighted)
- Chronic Illness/Chronic Pain (including HIV/AIDS, cancer)
- Invisible/Non-apparent disability
- Not listed - self Identify

**Q: Do I need to provide documentation of my disability?**

**A:** No, the applicant will not need to provide documentation of their disability with their application.

**Q: I am a New York City based artist. Can I apply?**

**A:** No, the NYSCA/NYFA Artists with Disabilities Grant is specifically for New York State artists who have lived outside of the five boroughs of NYC

for at least the past twelve months. Only those who maintain residency outside the five boroughs of NYC will be considered.

**Q: I received/I am currently receiving unemployment benefits, am I eligible to apply?**

**A:** Yes. Even if you are receiving or did receive unemployment in the past 12 months, you are still eligible to apply for this grant.

**Q: I received/I am currently receiving Supplemental Security Income (SSI) and Social Security Disability Insurance (SSDI) benefits, am I eligible to apply?**

**A:** Yes. If you meet all the eligibility criteria and you are receiving or have received SSI or SSDI, you are welcome to apply.

**Q: How will the grant affect my Supplemental Security Income and Social Security Disability Insurance benefits?**

**A:** NYFA advises contacting the Social Security Administration for personalized advice.

**Q: I have received another NYFA grant, am I still eligible to apply?**

**A:** Applicants can be past recipients of any of NYFA's grant programs.

**Q: What types of arts practices are eligible?**

**A:** The grant will be open to visual, media, music, performing, literary, and multidisciplinary artists. Applicants might be creating work under any of the following disciplines:

- Craft / Textiles (including: ceramics, glass, wood, metal, fiber and mixed media)
- Choreography / Dance (all forms of dance and choreography)
- Community arts
- Design / Architecture (environmental and functional design)
- Digital / Electronic Arts (works where technology is an essential element of the work's creation)
- Folk / Traditional Arts (works of traditional folk art and creative and cultural expressions)
- Interdisciplinary Work (integrate knowledge and methods from different disciplines within a single piece or body of work)
- Literary arts (including fiction, non-fiction, poetry, playwriting & screenwriting)
- Music / Sound (composers working in any and all styles of music)
- Theater and performance (including directing, live action and puppetry)
- Video / Film (all forms)
- Visual Arts (Painting, Photography, Printmaking, Drawing and Sculpture)

**Q: What do you mean by a current sustained commitment to my artistic practice?**

**A:** Applicants need to be practicing artists and be able to demonstrate an ongoing commitment to their arts practice and career. Applicants should be able to demonstrate that they have participated, created, or maintained their artistic practice and provide documentation from any time over the past 4 years (2018 to date). Applicants are encouraged to share a past public engagement such as an exhibition, show, community-based program, performance, or other public presentation of the artist's work within their application.

We understand that artists may have had an interruption to their practice in 2020/2021 due to COVID-19. If this is the case, applicants will need to provide documentation from the years prior.

## **APPLICATION INFORMATION**

### **Q: How can I apply / where can I find the application form?**

**A:** If eligible, please apply via the Submittable platform. A link to the application will appear on this page on Tuesday, September 6 at 10:00 AM EDT and will also be available here: <https://apply.nyfa.org/submit>

If you have not submitted an application with NYFA's Grants department before, you will need to create a new Submittable account. [Visit www.submittable.com to start a free account.](http://www.submittable.com)

If you have submitted an application with NYFA Grants in the past, you can use those credentials to apply for this grant.

### **Q: Can I submit a hardcopy application or submit an application via email?**

**A:** No. All applications must be submitted online via the Submittable platform. However, we are offering assistance to those who require it. To request an accommodation or assistance in applying, please email [apply@nyfa.org](mailto:apply@nyfa.org). If you would prefer to call, NYFA has a phone number for this grant. The phone number is monitored every Monday from September 13 to October 31, 2:00 PM to 5:30 PM ET. Please call (212) 366-6900 ext 264. We ask that requests for accommodation be made as soon as possible, and no later than Tuesday, October 18 to allow adequate time for staff to support you in submitting an application before the deadline.

**Q: What file types can I upload to my application form?**

**A:** The application form accepts the following file types: PDF, JPG, DOC, DOCX, MP4, and MOV and web links.

**Q: What are examples of proof of residency documents?**

**A:** The documents can be, but are not limited to: a utility bill, bank statement or bill, credit card statement, valid government ID listing address issued within the required dates, and/or residential or studio lease active within the required dates. The documents must include:

- Applicant's full name
- New York State address (outside of the five boroughs of NYC)
- Date
  - **Document 1:** Dated on or before September 2021
  - **Document 2:** Dated anytime in 2022

Applications that submit documents that are dated outside of the eligible date ranges will not qualify for the grant.

**Q: Will the application be open continuously for the duration of the fund?**

**A:** Yes. The application form will be open from 10:00 AM ET, Tuesday, September 6 and remain open until 5:00 PM ET on Tuesday, November 1. Applications will close at 5:00 PM EDT so please make sure you submit your application before this time. The application will not reopen after the deadline.

**Q: Why are you collecting demographic data from applicants and who has access?**

**A:** By completing this information you are helping NYFA secure future funding. Your responses will remain anonymous and will not be linked to your identifying information or used in the panel review process. NYFA is committed to supporting individuals from all backgrounds and disciplines and will continue to work towards values of equity, diversity, inclusion, and accessibility across all programs. Read NYFA's DEIA statement on our website: <https://www.nyfa.org/Content/Show/About-NYFA>

**Q: Can I apply on behalf of someone else with their consent?**

**A:** Yes, you may submit an application as a proxy on behalf of another person with their consent. Ensure that you are creating a Submittable account, and submitting the application under that person's name as the applicant, with their contact information. There is a section for you to fill out your name and contact information as the proxy, but all other answers should relate to the applicant.

**Q: I am having trouble accessing the application, how do I contact NYFA for assistance?**

**A:** If possible, please email [apply@nyfa.org](mailto:apply@nyfa.org). This email address is monitored daily and staff will aim to respond in a timely manner. If you would prefer to call, NYFA has a phone number for this grant. The phone number is monitored every Monday from September 13 to October 31, 2:00 PM to 5:30 PM ET. Please call (212) 366-6900 ext 264.

**Q: What if I encounter technical difficulties and can't submit my application on time?**

**A:** We strongly encourage that you apply at least 2 days before the deadline in case technical difficulties come up to allow us time to assist your application. In the event you encounter technical difficulties on the last

day and as a result cannot get your application in on time, NYFA cannot extend the deadline regardless of the cause of the problem you may have encountered. Please email [apply@nyfa.org](mailto:apply@nyfa.org) or call (212) 366-6900 ext 264 on Mondays between 2:00 PM to 5:30 PM ET for assistance.

## **REVIEW, RECEIVING FUNDS, AND REPORTING**

### **Q: How will applications be selected for funding?**

**A:** Once applications close, applications will be reviewed for completeness. Qualifying applicants will be selected by a lottery system.

### **Q: Why are qualifying applications being selected by a lottery system?**

**A:** The lottery system allows us to give equal consideration to every qualifying application received during the application cycle. The random selection of the lottery system ensures that early submissions are not given undue advantage over those submitting materials towards the end of the cycle, and avoids any disparity among applicants of different geographic location, physical ability, cultural background, or economic circumstance.

### **Q: Once I apply, when will I hear back?**

**A:** All applicants will receive notification on the outcome of their application in November 2022.

Please do not email us regarding the status of your application.

### **Q: How will funds be distributed?**

**A:** All funding will be distributed via mailed checks at no expense to the recipient.

**Q: What will you require to issue my grant?**

**A:** All recipients will be asked to complete a W-9 for NYFA's internal processing purposes ONLY. **1099s will not be issued.**

**Q: Am I guaranteed to receive funds?**

**A:** No. Unfortunately, due to limited funds and volume of applications, not every eligible applicant will be funded.

**Q: Can I apply more than once?**

**A:** No. Duplicate applications will be removed from the review process.

**Q: If I'm awarded a grant, will my name be made public?**

**A:** No. Personal information will never be disclosed or publicized without prior consent.

**Q: If I receive a grant, will there be reporting requirements?**

**A:** Yes. All grant recipients will be asked to provide a brief report by the end of 2022, verifying how the funds were used to support their artistic practice. Recipients will be provided with more detailed instruction upon notification of their award.



**Q: What can I use the funding for?**

**A:** This cash grant will support any expenses that are related to your artistic practice. This includes, but is not limited to: artist fees, space rental/fees, supplies/materials, technology/equipment rentals.

**Q: Is the grant taxable?**

**A:** All recipients will be asked to complete a W-9 for NYFA's internal processing purposes ONLY. **NYFA will not be not issuing a 1099** for this grant as the relief falls under a *disaster relief benefit* relating to a COVID-19 emergency. For individual questions relating to your personal finance or tax implications, please advise a financial manager or tax accountant.

**QUESTIONS? Email [apply@nyfa.org](mailto:apply@nyfa.org)**