NYSCA/NYFA Artist Fellowship 2023 DIGITAL ELECTRONIC ARTS Guidelines

Application Deadline:
Wednesday, January 25, 2023 5:00PM EST
NYFA <u>only</u> accepts application submitted online at *apply.nyfa.org/submit*

The NYSCA/NYFA Artist Fellowship is a $8,000 unrestricted cash grant available to artists living in New York State and/or one of the Indian Nations located therein.

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GRANT TIMELINE

Application Open: Tuesday, October 25, 2022 10:00AM EDT
Application Deadline: Wednesday January 25, 2023 at 5:00PM EST*
Applicants Notified: Summer 2023

Please note that the application form on Submittable will automatically close & stop accepting applications at this time.

Applications submitted after this deadline will not be accepted and no exceptions will be made. 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.

DISCIPLINE DEFINITION

Digital/Electronic Arts
This category accepts work in which technology is an essential element of the work's creation, presentation, or understanding. Examples include: works created or displayed on computers or other electronic media; work created with computer models such as sculptural works; interactive installations including immersive virtual environments; internet projects; hypertext documents; other image, text, audio, or video works rooted in technology.

APPLICATION REQUIREMENTS

When submitting an application to DIGITAL/ELECTRONIC ARTS CATEGORY you will need to complete:

Work Samples in one or both of the following formats:
- **Work Samples (Images)** – up to 8 digital images
- **Work Samples (Video)** -- up to 2 videos, 5-minutes each in maximum length

Required Written Statements:
- **Artist Statement** - up to 100 words

- **Work Statement** - up to 100 words

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

Questions? Check out our [Frequently Asked Questions Page](#) or email fellowships@nyfa.org

WORK SAMPLES

Work samples are a representation of your artistic work created <u>within the last five years</u>. 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 SAMPLES: IMAGES

What to Submit

Applicants can submit **up to 8 digital images**. You do not need to submit all 8 work samples if you feel your practice is represented well with fewer.

We do not recommend applicants combine multiple independent work sample images into one image file (for example: including 4 non-connecting image files together in a grid format). Each application can only have up to 8 artworks represented through the image work samples. **Images of diptychs, installations, and multi-part works are accepted.**

Work Sample Descriptions (Images)

Before you upload your files to your application, you will need to name your files. **<u>Do not label any work samples with your name.</u>** Instead, label each uploaded work sample starting with a number 01 through 08, followed by the title of the work. Number your files in the order you would like them to be reviewed.

Metadata Section in Application: A metadata section will appear on your application form after your work sample has been uploaded. In this section, you will be able to provide a description of your work which includes the title(s), date(s) the work was completed, materials, dimensions, and additional information (for example: 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 formats (Images)

File name: label each image starting with a number 01 through 08, followed by the title of the work, ex. *01_ Landscape.jpg,* <u>Do not include your name.</u>
File size: No larger than 4.0 MB (each image)
File format: .jpg

Formatting tips for images: 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.

WORK SAMPLES: VIDEO UPLOADS

What to Submit

Applicants may submit **two 5-minute video footage of their work as either uploads, links to each video, or a combination of the two**.

When submitting video footage, the applicant will need to upload one video to be reviewed during the first round of review. The second video (if-applicable) will be presented in the later rounds of review. *Please ensure you submitted the first-round video upload in the corresponding questions in the application form.*

The two videos may relate to the same project or to two different projects. Submitting a video sample consisting of multiple clips from different projects is not allowed, such as"demo Reels" or highlight reels.

In your video footage, Titles and credits (without including the artist's name) are allowed, although applicants should consider whether this is needed within the video footage itself or if this information is already clearly communicated in the labeling of the file and use of metadata. Video footage is never reviewed separately from the metadata included.

Note: Each video sample can be up to 5-minutes in length. If your video uploads/links are longer than 5 minutes, the panel will only review the 5 minute section you would like the panel to review. Please provide your cue points in the corresponding questions in the application form.

Work Sample Descriptions (Video Uploads)

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 the title of the work. For excerpts, please include "excerpt" in the title.

Metadata Section in Application: A metadata section will appear on your application form after your work sample has been uploaded. In this section, you will be able to provide a description of your work which includes the title(s), date(s) the work was completed, materials used, additional Information, and Cue Points (If your video is longer than 5 minutes). If your piece is largely conceptual, and requires additional written context, please explain this in the "additional information" section using 1 - 2 sentences.

File Formats (Video Uploads)

File name: The title of the work (label if an excerpt), ex. *Title (excerpt)* <u>Do not label the file with your name</u>
Length: 2 video files, 5-minutes maximum per video
File size: No larger than 2 GB
File format: .mov/.mp4 & H.264 codec

Formatting tips for video uploads: If your video files (uploads) are too large, you'll need to compress them in order to upload them to the application. You can do so using video editing software, such as Movie Maker, Premiere, Final Cut, iMovie, etc.

When editing your video it is important to ensure your file is formatted correctly so that your video will play across a range of platforms whilst maintaining quality. Therefore it is important to choose the right codec and container for your file.

A codec is a method for encoding and decoding data and is used for compressing data, particularly video. Choosing the right container can depend on several desired outcomes, i.e. file size, playback quality, capabilities for re-editing etc. There are many codec and container combinations but h.264 and .mov or .mp4 are preferred as they are supported by a wide range of media players with little loss of quality.

WORK SAMPLES: VIDEO LINKS

What to Submit

Applicants may submit **two 5-minute video footage of their work as either uploads, links to each video, or a combination of the two**.

When submitting a link to your video, the applicant will need to share one video link to be reviewed during the first round of review. <u>Do not submit links to videos that need to</u>

be downloaded for access. The second video (if-applicable) will be presented in the later rounds of review. Do not submit links to interactive websites. For online experiences or simulations, a video of the site in action is acceptable. *Please ensure you submitted the first-round video upload in the corresponding questions in the application form.*

The two videos may relate to the same project or to two different projects. Submitting a video sample consisting of multiple clips from different projects is not allowed, such as "demo Reels" or highlight reels.

In your video footage, Titles and credits (without including the artist's name) are allowed, although applicants should consider whether this is needed within the video footage itself or if this information is already clearly communicated in the labeling of the file and use of metadata. Video footage is never reviewed separately from the metadata included.

Note: Each video sample can be up to 5-minutes in length. If your video links are longer than 5 minutes, the panel will only review the 5 minute section you would like the panel to review. Please provide your cue points in the corresponding questions in the application form.

Work Sample Descriptions (Video Links)

After you provide the link to your video, you will be requested to provide a password if applicable. Please ensure that the link and password you share will remain accessible until Summer 2023. Any broken links cannot be corrected after you submit your application. **Do not label any work samples with your name.** Instead, label each uploaded work sample starting with the title of the work. For excerpts, please include "excerpt" in the title.

Metadata Section in Application: Below the video link & password (if applicable), you will be able to provide a description of your work which includes the title(s), date(s) the work was completed, materials used, additional Information, and Cue Points (If your video is longer than 5 minutes). If your piece is largely conceptual, and requires additional written context, please explain this in the "additional information" section using 1 - 2 sentences.

File Formats (Video Links)

Video name: The title of the work (label if an excerpt), ex. *Title (excerpt)* Do not label the video with your name
Length: 2 video links, 5-minutes maximum per video
File format: link that will be accessible throughout the entire review process (and password, if applicable) Shared links should remain accessible until Summer 2023.

SUPPORT STATEMENTS: Written Statements About Your Artistic Practice

Artist Statement (Required, 100-Words Max.): 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. *The artist statement is available to panelists in the second round of review.*

Work Statement (Required, 100-Words Max.): 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. *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 (Optional, 400-words Max.): 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.

> **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, 200-Words Max.)*:* 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.

> **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?

Cultural Statement (Optional, 400-Words Max.): A supplemental statement describing how your work is rooted in a specific cultural technique, tradition or community.

> **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.

HOW TO APPLY

All applications must be 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 a free account, click on the **_NYSCA/NYFA Artist Fellowship: DIGITAL/ ELECTRONIC ARTS_** 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 email from _Submittable_ in your inbox, be sure to check your Spam inbox.

Saving your progress on Submittable

To save your working application as a draft, scroll to the bottom of the form and select SAVE DRAFT. Applications are not considered complete until you hit SUBMIT. **Sign in here to access your draft application**.

Locating your Submitted Application

Click here to review your _Submitted_ application

Notifications

Applicants will be notified of their application results **via Submittable.** We recommend using an email address that is regularly active to ensure that you are receiving updates.

HOW ARE APPLICATIONS REVIEWED?

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 Image Work Samples (up to 8 images if applicable), part of the Video Work Samples (1 out of 2 videos if applicable), and the Work Statement. Applications are assigned a number and reviewed anonymously. In this round, panelists are directed to review and score applications independently.

In Round 2, panelists will have access to all your Work Samples (up to 8 images, and your 2nd Video if applicable) and 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 Round 3, 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.

APPLICATION ASSISTANCE

To request an accommodation or if you need assistance in applying online, please email fellowships@nyfa.org or call (212) 366-6900 ext. 166 on Tuesdays - Thursdays between 10:30 AM and 5:00 PM ET *(NYFA is currently working on a hybrid schedule).* We ask that requests for accommodations be made as soon as possible, and no later than Tuesday, January 10 to allow adequate time for staff to support you in submitting an application before the deadline.

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.

Application **Deadline**:
Wednesday, January 25, 2023 at 5:00PM EST

NYSCA/NYFA Artist Fellowships are made possible by the New York State Council on the Arts (NYSCA) with the support of the Office of the Governor and the New York State Legislature. Major funding is also provided by the New York State Department of Cultural Affairs (DCLA).