NYSCA/NYFA Artist Fellowship 2024 Folk/Traditional Arts Guidelines

Application Deadline:
Wednesday, December 13, 2023 5:00PM EST
NYFA <u>only</u> accepts applications submitted online at *apply.nyfa.org/submit*

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

Questions? Check out our Frequently Asked Questions Page or email fellowships@nyfa.org

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GRANT TIMELINE

Application Open: Tuesday, October 3, 2023 10:00AM EDT
Application Close: Wednesday December 13, 2023 at 5:00PM EST*
Applicants Notified: Summer 2024

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.

ELIGIBILITY REQUIREMENTS

Applicants must meet the following eligibility requirements:
- **25 years or older** by the application deadline date
- **Current residents of New York State** and/or one of the Tribal Nations located in New York State
- Must have maintained New York State residency, and/or residency in one of the Tribal Nations located therein, for at least the **last two consecutive years (2022 & 2023)**
- Not enrolled in a degree-seeking program of any kind
- Are the **originators of the work**, i.e. choreographers or playwrights, not interpretive artists such as dancers or actors
- Did not receive a NYSCA/NYFA Artist Fellowship in any discipline in the past five consecutive years: 2019, 2020, 2021, 2022 and 2023
- Cannot submit any work samples that have been previously awarded a NYSCA/NYFA Artist Fellowship
- While collaborating artists and/or artist collectives are eligible to apply, the total number of artists cannot exceed **three individuals** (this includes the submitter). Each artist (applying as a collective or in collaboration) must all meet the eligibility criteria for this award.
- Applicants can apply in a maximum of 2 categories each cycle
- Are not a current NYFA employee or have been in the last 12 months, a member of the NYFA Board of Trustees or Artists' Advisory Committee, immediate family member of

any of the aforementioned, or an immediate family member of a 2023-2024 panelist
- Artists that have been awarded five NYSCA/NYFA Artist Fellowships receive Emeritus status and are no longer eligible for the award

DISCIPLINE DESCRIPTION

FOLK/TRADITIONAL ARTS

This category accepts works of traditional folk art and creative and cultural expressions. Folk/Traditional Arts is rooted in tradition and is connected to the cultural life of a community.

Work that is traditionally practiced within and among ethnic, regional, occupational, and religious groups as well as other kinds of communities with a common identity. Artistic forms can include: performing traditions in music, dance, and drama; traditional storytelling and other verbal arts; festivals; traditional crafts, visual arts, architecture, the adornment and transformation of the built environment, and other kinds of material folk culture.

This category does not include work involving choreography, theatricalization, or stylization that significantly alters traditions.

APPLICATION CONTENTS

FOLK/TRADITIONAL ARTS

Applicants may submit work samples in the following options:

WORK SAMPLES	
Images ● 8 digital images	**File Formats Accepted** **Images** ● JPG or JPEG ● Recommended: no larger than 4MB **Videos** ● <u>Uploads:</u> MOV, or MP4 & H.264 codec ● <u>Links:</u> Preferably Youtube or Vimeo ○ Please ensure that the link and password you share will remain accessible until July 2024 ● Recommended: No larger than 2 GB
Video ● 1 video, up to 5-minutes in maximum length	
Audio ● 1 audio, up to 5-minutes in maximum length	

	Audio ● <u>Uploads:</u> MP3, M4A, WAV, or AIFF ● <u>Links:</u> Preferably Soundcloud, Youtube, or Vimeo ○ Please ensure that the link and password you share will remain accessible until July 2024 ● Recommended: No larger than 2 GB **<u>Do not</u> label your work sample with your name.**
WRITTEN STATEMENTS	
● Artist Statement (400-Words), **Required** ● Cultural Statement – Folk Arts Influence: Artwork's Cultural Significance (300-words), **Required**	

WORK SAMPLES

Work samples are a representation of your artistic work created <u>within the last five years (recommended)</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. **This is not a project grant;** therefore you should be submitting work that is completed in part.

> **TIP:** Panelists generally view more recent work (work created within the last five years) more favorably. However, you are also encouraged to submit work that falls outside the recommended five-year timeline.

WORK SAMPLES: IMAGES

What to Submit
- **Images of diptychs, installations, and multi-part works are accepted.**
- It is strongly recommended that applicants **not** submit a composite image file of multiple works in an effort to increase the amount of work samples submitted (for example: including 4 image files of 4 separate pieces together in a grid format).

EXAMPLE OF SINGLE IMAGE FILE NOT ACCEPTED:

Work Sample #1	Work Sample #2
Work Sample #3	Work Sample #4

Work Sample Descriptions (Images)

Work Sample Descriptions: Before you upload your files to your application, you will need to rename your files to remove any personal identifying information. **Do not** label any work samples with your name.

> **RECOMMENDATION:** 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.

Metadata Section in Application: A metadata section will appear on your application form after each work sample has been uploaded. In this section, you will be able to provide the following information:

- **Title**
- **Date of Completion**
- **Materials**
- **Dimensions**
- **Additional information:** Be sure to note whether your work samples represent documentation of a performance, installation, experience, etc

> **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, Canva or Preview to edit, resize and format your images.

WORK SAMPLES: VIDEO UPLOAD or VIDEO LINK

What to Submit

- Applicants have the option to submit videos in the following formats:
  - **Video upload** directly to the application platform
  - **Video link** (preferably Vimeo or Youtube)
- **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.
- **For Video Links:** Do not submit links to videos that need to be downloaded for access. Do not submit links to interactive websites. For online experiences or simulations, a video of the site in action is acceptable.

> **NOTE:** The panel will only review up to the maximum duration allowed for your application. If your video upload or link goes beyond this duration, please provide your cue points in the work sample description (metadata).

Work Sample Descriptions (Video Uploads & Links)

Before you upload your files to your application, you will need to name your files. **Do not label any work samples with your name.**

- **For 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 July 2024**. Any broken links cannot be corrected after you submit your application.

> **TIP:** 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 or below your link. In this section, you will be able to provide the following information:

Description (Video Uploads)
- **Title**

Description (Video Link)
- **Password** (if applicable)

- **Date of Completion**
- **Materials**
- **Dimensions**
- **Cue Points**
- **Additional information:** Be sure to note whether your work samples represent documentation of a performance, installation, experience, etc

- **Title**
- **Date of Completion**
- **Materials**
- **Dimensions**
- **Cue Points**
- **Additional information:** Be sure to note whether your work samples represent documentation of a performance, installation, experience, etc

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: AUDIO UPLOAD or AUDIO LINK

What to Submit
- Applicants have the option to submit audio in the following formats:
  - **Audio upload** directly to the application platform
  - **Audio link** (preferably Soundcloud, Vimeo, or Youtube)
- **For Audio Links:** Do not submit links to audio that need to be downloaded for access.

Note: The panel will only review up to the maximum duration allowed for your application. If your audio upload or link goes beyond this duration, please provide your cue points in the work sample description (metadata).

Work Sample Descriptions (Audio Uploads & Links)

Before you upload your files to your application, you will need to name your files. **Do not label any work samples with your name.**

- **For audio links:** After you provide the link to your audio, you will be requested to provide a password if applicable. **Please ensure that the link and password you share will remain accessible until July 2024**. Any broken links cannot be corrected after you submit your application.

> **TIP:** 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 or below your link. In this section, you will be able to provide the following information:

Description (Audio Uploads)
- **Title**
- **Date of Completion**
- **Cue Points**
- **Additional information:** Be sure to note whether your work samples represent documentation of a performance, installation, experience, etc

Description (Audio Link)
- **Password** (if applicable)
- **Title**
- **Date of Completion**
- **Cue Points**
- **Additional information:** Be sure to note whether your work samples represent documentation of a performance, installation, experience, etc

SUPPORT STATEMENTS: Written Statements About your Artistic Practice

Written statements are to be submitted directly to the application form in the corresponding textboxes. We recommend writing your statements in Microsoft Word or Google Docs and pasting them to Submittable. **Document uploads for written statements will not be accepted.**

ARTIST STATEMENT

(Required, 400-Words Max.): A concise statement giving an overview of your artistic practice.
- This statement should give a brief introduction to ideas, themes, and methods in your practice (i.e. how you make what you make, and/or why you make what you make).
- This statement should also specifically reflect the ideas and inspiration relevant to your submitted work samples.

- Use this statement to highlight your role in creating/executing the work, as well as describing the key technical aspects of the work.
- 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.
- **This is not an Artist Bio.**

CULTURAL STATEMENT

Folk/Traditional Arts Influence: Artwork's Cultural Significance
(Required, 300-Words Max): Describe how the submitted work samples contribute to the preservation, promotion, or evolution of these artistic/creative/traditional practices within your community or cultural context.
- Highlight the specific traditions, techniques, and/or cultural elements that your work showcases or explores, and explain the significance of these arts within the broader cultural landscape.
- We recognize that aspects of your Artist Statement may also apply to this section, and we allow for duplicative information.

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 an account, click on the *NYSCA/NYFA Artist Fellowship: DISCIPLINE 2024* 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**.

TIP: We recommend creating an account directly on Submittable instead of signing in via your Google or Facebook account. 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 over the course of 3 elimination rounds. **All applications are reviewed anonymously in Round 1.**

Rounds 1 & 2: The panel will have access to each applicants' Work Samples and Written Statements. Applications are assigned a number and reviewed anonymously. In this round, panelists are directed to review and score applications independently.

Round 3: The panel will meet as a group and collectively discuss the applications that have made it into this round, and conclude by selecting the Fellowship Recipients.

> ***Please note:*** *Panelists will <u>not</u> look at websites of any kind during the application review process.*

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 4:30 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 **Wednesday, November 29** 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**:

<u>Wednesday, December 13, 2023 at 5:00PM EST</u>

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 City Department of Cultural Affairs (DCLA).