



# Fellowships for Artists

to support the career of the individual  
artist in Tompkins County

Deadline:

**Wednesday, October 12, 2011, 5pm**

**(Note: CAP office is closed on Monday, Oct. 10)**

*If you are applying to both this grant and the Artist in Community Grants (both due on Oct. 12), you DO need to submit separate written applications, but you can submit **ONE set of work samples** for both.*

Download:

at *ArtsPartner.org*

Questions:

Robin Schwartz: Program Director

273-5072, ext. 20

[programs@artspartner.org](mailto:programs@artspartner.org)

Deliver or Mail To:

Community Arts Partnership

Center Ithaca PMB 107,

171 E. State/MLK St, Ithaca, NY 14850

Office Hours: Generally 10 to 5:30pm, Mon to Fri

*If you are dropping off application earlier than Oct. 11, please call or e-mail ahead.*

# CAP Fellowships for Artists Guidelines

- The CAP Fellowships for Artists are a program of the Community Arts Partnership of Tompkins County.
- In an effort to do our part in stimulating the economy, CAP offers these awards to encourage local artists to advance their careers and to provide them the opportunity as members of our community to help invigorate the local economy.
- A fellowship, by definition, is a monetary award not attached to a particular project (unlike a grant, which IS project oriented). Although an artist may have a project in mind for these fellowship funds, and can certainly mention that project in this application, the decisions of the panel will not be based on a project
- The Evaluative Criteria are:
  - Caliber of the artist and quality of the artist's work based on the submitted work sample.
  - Quality, clarity and presentation of the application.
  - Continued contribution to the arts community.
- Five awards in the amount of \$1,000 each will be distributed.
- Applicant artists must be residents of Tompkins County and have lived continuously in Tompkins County from 10/1/09 through the present. Artists must expect to be residents of Tompkins County through 12/31/13, must be 18 years of age as of 10/1/11, and must not be currently enrolled in a graduate or undergraduate degree program in 2011 or 2012.
- **This application must be initiated and written by the artist seeking the award.**
- Application must be in CAP office by 5pm on the deadline date. No extensions are given except in cases of extreme weather where driving could be considered dangerous.

## Panel Review

A review panel, made up of artists and other representatives of the arts, will meet as a group, consider the requests, and make recommendations to the CAP Board of Trustees for final approval. The panel will have four weeks to read the requests and review the work samples.

## Funding Process:

Artists will be notified by letter by the end of December as to whether or not they have received funding. Funded artists will be required to sign a contract.

## Technical Assistance

Please call or e-mail the Program Director anytime to discuss this application. Feel free to submit via e-mail a draft application to review well before the due date (at least two weeks is best). The Program Director does not make recommendations or state opinions to the award panel. Please understand that any recommendations she makes to you regarding your request or work sample are based on her experience but in no way constitutes a guarantee of funding.

## Applying to Both this Grant and the CAP Fellowships for Artists

If you are applying to both this grant AND the CAP "Artist in Community Grant", you **DO** need to submit separate applications, **but you can submit ONE set of work samples for both.**

## Eight Sets

Submit **8** complete sets, **stapled together as follows.** (No paper clips, binders, card stock.)

- Begin with your typed application. Followed by your artistic resume.
- (optional) Followed by no more than 3 pages, which may consist of articles, brochures, reviews, etc. that inform your artistic career.

**Submit Work Sample – on CD, DVD or to programs@artspartner.org**  
**If you have any questions about what a work sample is, please e-mail or call.**

- The work sample should be your best completed work.
- The work sample does not have to be on the same subject as your proposal, because your proposal is for work not yet created. However, your work sample should be in the same discipline. For example, if you want to create a film, your sample should be film.
- The work sample should be fairly recent. The panel understands that it is much easier for visual artists and writers to submit recent work and will expect work no earlier than 2008. Performing artists can submit work no earlier than 2006.
- The work sample is a vital part of your application and should be strong and well presented. However, the panel understands that performing artists may not have had the opportunity to record their work in a professional way. The panel will take that into consideration.

**Visual Artists**

- E-mail digital images of five different works (jpg only) or submit on CD.
- If your work is 3-dimensional or you feel you need to provide detail, you may submit up to ten images (showing no more than five works.)
- Your work will be projected using a digital projector. Work should be 300dpi, at least 1200 on the long side (but not more than 2,800).
- How to Name your digital images: Start with your last name and include a number to correspond with your numbered image list, i.e. Smith1.jpg. The title can be longer if you want to include a title or words from a title, but it must start with your last name followed by a number, i.e. Smith1TreesTwilight.jpg

**Literature**

- E-mail work as one .doc or .pdf (If possible, we'd rather have it as a word document.)
- The sample can consist of up to 20 pages (which can be combination of smaller works or section of larger work as long as you combine it into one document).
- Include your name and date the work. Do not reduce type below 12 pt.

**Music, Media, Performing Arts**

- You can either e-mail work digitally as mp3, or point us to an on-line work sample or youtube streaming video. OR submit an audio CD or a DVD with application.
- Musical scores are welcome. Provide at least two copies with return stamped envelope.
- The panel will see/hear up to 5 minutes of your work. The section you wish the panel to hear/see must be at the beginning of the CD or DVD (or indicate easily located tracks).

**Work Sample Addendum**

The last part of the application is “Work Sample Addendum”

**Visual Arts**

- Provide Image List numbered to match your .jpps: Number, Title, Date, Medium, Dimensions.
- If your work needs explanation or an introduction, provide in 100 words or less.

**Literature**

- If your work needs explanation or an introduction, provide in 100 words or less.

**Music, Media, Performing Arts**

- Write the following: Title of work, date of work, and brief explanation of your role. For example: Are you the composer, one of the performers, both composer & performer, the choreographer? Explain what information the panel needs to place the work in context and to understand your part in it. Explain what came before and comes after the section they view.

# CAP Fellowships for Artists Application

## **Artist information - Fellowship**

1. Artist Name:
2. Address, City, Zip: (If you have a PO Box, also include your street address)
3. Daytime phone:
4. E-Mail:
5. Web Address:
6. Do you currently live within Tompkins County?: If yes, since what month/year?
7. How long do you plan to live in Tompkins County?:
8. Are you 18 or over?:
9. Will you be registered in a graduate or undergraduate degree program in 2009 or 2010?:

## **Applicant Certification - Fellowship**

I certify that all statements made in this application are true to the best of my knowledge and that the information under "Artist Information" is accurate. I understand that the grant administrator will confirm this information. I certify that I am the one who has filled out this application.

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Signature

Date

## **Application Questions:**

1) The intention of this award is to further and support your artistic career. Please use up to two pages (or less!) to state your artistic goals in the next 12 months. Feel free to describe how this award would be useful to you in terms of supporting those goals. (Note: the fellowship is not project oriented, so there is no need to go into great detail about how the award fund would be spent. We are more interested in your continued artistic career.)

2) Briefly tell us about your work in general. Describe your primary medium and current or on-going work.

## **Work Sample Addendum**

See guidelines to learn what to put in this section.