

2009 Artist Trust Fellowships

CRAFT • MEDIA • MUSIC • LITERATURE

NEW! Guidelines for Online Application

Deadline: June 12, 2009

Online applications must be submitted by 5pm.

artist || TRUST

SUPPORTING ART AT ITS SOURCE



WASHINGTON STATE
ARTS COMMISSION

Artist Trust is a not-for-profit organization committed to invigorating community life in Washington State by supporting and encouraging individual artists in all disciplines. In addition to three grant programs, Artist Trust provides professional resources including career development, publications and workshops for artists. Artist Trust has awarded more than \$3.4 million dollars to artists living and working in Washington.

For more information about Artist Trust, contact us:
Artist Trust, 1835 12th Avenue, Seattle, WA 98122
206/467-8734 x9 :: 1/866/218-7878 (toll free)
info@artisttrust.org :: www.artisttrust.org

NEW! With more and more artists transitioning to digital work samples, the Internet being readily available to most artists, and the time-intensive procedure of processing paper applications, Artist Trust is putting Fellowship and Grants for Artist Projects applications online. Exceptions to submit a paper application will be made for special circumstances but applicants must contact program staff at least two weeks in advance of deadline.

AWARDS

Since 1987, Artist Trust has awarded \$1,977,000 to 351 artists through the Fellowship Program. Since 1993, Artist Trust has maintained a successful cooperative partnership with the Washington State Arts Commission to administer Fellowships to Washington State artists. Artist Trust/Washington State Arts Commission Fellowships are \$7,500 unrestricted awards. They are designed to recognize artistic achievement, dedication to an artistic discipline and potential for further professional development. Fellowships are not project grants.

WHO IS ELIGIBLE

Artist Trust/Washington State Arts Commission Fellowships are awarded in two-year cycles. 2009 Fellowships are open to generative artists residing in Washington State working in the disciplines of Craft, Media, Music and Literature. Fellowships for artists in Emerging & Cross-Disciplinary, Performing, Traditional & Folk, and Visual Arts will be available in 2010. Generative artists are defined as the originators of a work of art. Recipients of Fellowships from either Artist Trust or the Washington State Arts Commission in the past seven years (2002–2008) are not eligible to apply this year.

Only one application will be accepted per artist. Applicants should apply to the category that best describes their work. Please contact Artist Trust if you have questions about selecting a category. Artist Trust staff will review the material submitted and make the final determination with regard to eligibility and category for review.

APPLICANTS MAY NOT BE:

- Graduate or undergraduate matriculated students enrolled in any degree program after June 30, 2009.
- Current Board members, Honorary Committee members, staff, consultants, Commissioners or current Fellowship panelists for Artist Trust or the Washington State Arts Commission or their immediate family members.

APPLICANTS MUST BE:

- 18 years of age or older.
- Washington State residents at the time of application and payment. Payment may be made up to one year after the application date.
- Generative artists: those who are the originators of a work of art.

Artist Trust will confirm applicant eligibility.

PROOF OF RESIDENCY

All 2009 Fellowship recipients will be required to provide proof of Washington State residency upon notification that they have received the Fellowship. Accepted proof of residency includes one of the following:

- A photocopy of your Washington State Voter's Registration Card; or
- A photocopy of your Washington State Identification Card; or
- A photocopy of your Washington State Driver's License.

Note: Call the Office of the Secretary of State for voter registration information (1/800/448-4881); call the county auditor or county elections office to register to vote or replace a lost card.

DEADLINE

All applicants must submit an online application by 5pm on Friday, June 12, 2009. Mailed work samples must have a US POSTAL SERVICE POSTMARK on or before Friday, June 12, 2009. Hand-delivered work samples must be delivered by 5pm on Friday, June 12, 2009 to Artist Trust's office in Seattle's Capitol Hill neighborhood: 1835 12th Avenue (12th Avenue & East Denny Way), Seattle, WA 98122.

MEET THE ARTIST

Meet the Artist is an integral part of the Fellowship Program. *Meet the Artist* events may include a public reading, lecture, workshop or performance of the recipient's work. Recipients must present their *Meet the Artist* event outside of their geographic area of residence or to a community that would not ordinarily have access to their work, within Washington State. Each Fellowship recipient must develop and arrange a *Meet the Artist* event to be approved by Artist Trust prior to payment of the award and completed by December 2010. Each Fellowship recipient must also submit a final report on his or her *Meet the Artist* experience to Artist Trust. The final \$500 payment for each Fellowship will be made after the recipient completes the *Meet the Artist* requirements.

APPLY ONLINE AT
WWW.ARTISTTRUST.ORG/GRANTS/FELL

APPLICATIONS MUST BE MADE IN THE NAME OF AN INDIVIDUAL ARTIST

Under very special circumstances, "Artist Team" applications will be considered. Applicants' intent on applying as an Artist Team must call Artist Trust to verify eligibility. Artist Team is defined as two or more artists who have a history, or are known for, creating and presenting their work as an Artist Team.

SUPPORT MATERIALS

Applications made in the name of collectives, companies, bands, groups and ensembles will not be accepted. Only the work sample, work sample description, Artist Statement, and Résumé of the applicant will be reviewed by the selection panel. Support materials are required as part of the application and serve to introduce you and your work to the panel. Only materials requested in this application will be reviewed. Do not send magazine articles, letters of recommendation, reviews, catalogs, etc.; these items will not be presented to the panel. Applicants should submit recent work, although work samples may represent work from the past five years. Do not send original art work. Please send copies of original tapes, manuscripts, discs or slides — not the original work or master. Recipients are selected based on the creative excellence as presented in the applicant's work samples. All work samples should be clear, legible and/or audible reproductions of your work. Résumés and Artist Statements are presented to the panel in the final selection round.

ANNOUNCEMENT & PAYMENT OF AWARDS

All applicants will be notified of decisions by mail in late October 2009. Payment will be made in February 2010. Payment will not be made however until a *Meet the Artist* event is confirmed with Artist Trust.

OWNERSHIP

Works created with assistance from the Fellowship belong to the artist. Artist Trust keeps the submitted support materials from each Fellowship recipient for the Artist Trust archives.

LIABILITY

Artist Trust will not be responsible for loss or damage of support materials. The greatest care possible will be taken in handling the materials. In addition, work samples will not be returned.

SELECTION PROCESS & CRITERIA

Artist Trust will convene discipline-specific review panels of artists and arts professionals. Disciplines involving manuscripts may require a pre-screening panel depending on the number of applications received. One member of each panel may be from outside Washington State. Panelists will review applications and support material and make Fellowship recommendations based on:

- their subjective judgment of creative excellence as presented in the work submitted in the support materials;
- the professional background of the artist; and
- evidence of continuing dedication to artistic discipline.

Please Note: The greatest weight will be given to the artistic strength represented in the work samples submitted. Each panel's Fellowship recommendations will be presented to the Artist Trust Board of Trustees for confirmation. Panelists change for each round of grants. Panelists are selected by Artist Trust staff and approved by the Executive Committee of the Artist Trust Board of Trustees. Recommendations of potential panelists are always welcome and will be considered. Panelists' names are announced after the Fellowships are announced.

MATERIALS TO SUBMIT

- Completed Applicant Information MUST BE SUBMITTED ONLINE
- One copy of Artist Résumé MUST BE SUBMITTED ONLINE
- One copy of Artist Statement MUST BE SUBMITTED ONLINE
- Work Sample(s) as outlined by Work Sample Instructions
- Work Sample Description MUST BE SUBMITTED ONLINE

All applicants must submit an online application by 5pm on Friday, June 12, 2009. Mailed work samples must have a US POSTAL SERVICE POSTMARK on or before Friday, June 12, 2009. Hand-delivered work samples must be delivered by 5pm on Friday, June 12, 2009 to Artist Trust's office in Seattle's Capitol Hill neighborhood: 1835 12th Avenue (12th Avenue & East Denny Way), Seattle, WA 98122. Artist Trust is open weekdays from 9:30am–5:30pm.

HOW TO APPLY ONLINE AT WWW.ARTISTTRUST.ORG

Please read all information carefully. Artist Trust staff will confirm applicant eligibility for Fellowship support. DO NOT send any unrequested material, such as press reviews or letters of recommendation. Unrequested material will be discarded and not reviewed.

1. Visit www.artisttrust.org/grants/FELL and click on "Apply for the Fellowship Award here."
2. Follow the instructions to create an account.
NOTE: *The login and password you will create with CueRate, the application host, is NOT the same username and password you may have for the Artist Trust website.*
3. Begin filling in the required fields. If at any time you wish to pause your application process, simply hit "Save Your Work," then "Log out," and return at a later time.
4. Upload Résumé and Artist Statement.
NOTE: *You will not be able to view these documents once uploaded; you will only see the file name.*
5. Submit "Work Samples" per instructions in Work Sample Instructions. (If you are submitting time-based materials you will be asked to print a confirmation before you submit your application. Mail or drop off this confirmation with your work sample to Artist Trust by deadline.)
6. "Check and Submit" your application. If your application has errors, you will be prompted to "Go Fix It." Once your application is submitted you may not return to your application.

You are finished! All completed applications will be confirmed by e-mail within two weeks of the deadline.

QUESTIONS? Contact us:
206/467-8734 x9 :: 1/866/218-7878 (toll free)
info@artisttrust.org
View tip sheets and past recipient profiles at
www.artisttrust.org

APPLY ONLINE AT WWW.ARTISTTRUST.ORG/GRANTS/FELL
DEADLINE: June 12, 2009, 5pm

FELLOWSHIP FAQs

Why are applications only available online?

With more and more artists transitioning to digital work samples, the Internet being readily available to most artists, and the time intensive procedure of paper applications, Artist Trust has decided to put applications online, beginning with the 2009 Grants for Artist Projects and Fellowship granting cycles. Exceptions will be made for special circumstances but applicants must contact program staff at least two weeks in advance of deadline.

My work is not digital, how can I submit online?

Nowadays, most funders only accept digital application submissions. You can use this as an opportunity to get up to date so you will be able to apply for more awards and shows! Contact your local photography store and ask if they will convert your slides to digital images. Or, find a friend with a slide scanner who can walk you through the process. For a list of photographers and videographers visit www.artisttrust.org/services/resources.

I don't have a computer or online access, what do I do?

Visit your local library, go to a friend's home or visit Artist Trust's walk-in resource center, the Artists' Assets Area.

The *Meet the Artist* event—I don't get it!

Meet the Artist is an integral component of the Fellowship. Recipients must propose an event at which they will introduce their work to a community that otherwise would not normally have easy access to their work. This event does not need to be confirmed at the time of the application, but an artist must propose an event such as a public lecture or class prior to receiving the award. This is the only requirement that an artist must fill to receive the balance payment of their Fellowship; upon completion of the event, which must be executed one year from award notification, recipients will receive the remaining \$500 of the Fellowship.

Can I apply for a Fellowship for my group (dance or theater company, gallery cooperative, etc.)?

Artist Trust's mission is to serve individual artists. The application and all application materials must be submitted by an individual, to ultimately benefit an individual's art making. Each individual artist working in a group may apply for a Fellowship unless they are an "Artist Team." For example: a band cannot apply, but each musician that makes up the band may apply – (i.e. guitarist, bassist, drummer etc.). Applicants intent on applying as an Artist Team must call Artist Trust to verify eligibility. Artist Team is defined as two or more artists who have a history, or are known for, creating and presenting their work as an Artist Team.

How long will the online application process take?

If you have all of your materials ready to submit, including your résumé, artist statement and work sample, you could upload all of your information and files in approximately one hour.

artist || TRUST

SUPPORTING ART AT ITS SOURCE

FELLOWSHIP TIPS AND HELPFUL HINTS

The following are tips and helpful hints for preparing your Fellowship application. The application is designed to be as simple and painless as possible, and we know you are concerned about getting it "just right." We've put these tips together based on the numerous questions we receive each year. Also, please see the FAQs. If we haven't answered your question here, contact the Artist Trust Program Staff at: 206/467-8734 x9; toll-free 1/866/218-7878 x9; info@artisttrust.org. Visit our website at www.artisttrust.org for tip sheets and profiles of past Fellowship recipients and their *Meet the Artist* events.

BEFORE YOU DO ANYTHING:

- Read the application guidelines and instructions carefully.
- Choose your category:
CRAFT includes but is not limited to: Ceramics, Glass, Fiber Arts, Furniture, Jewelry Arts, Metal, Paper, Stone, Wood and Book Arts.
MEDIA includes but is not limited to: Film Arts, Video Arts, Animation, Screenplays, and Screenwriting.
MUSIC includes but is not limited to: Music Composition, Generative Arrangement, and Improvisational Composition.
LITERATURE includes but is not limited to: Creative Non-Fiction, Experimental Works, Fiction, Graphic Novels, and Poetry.
- Review and prepare your résumé and artist statement.
- Prepare your work samples.
- Give yourself plenty of time to complete the application; you might need a substantial amount of time to prepare your work sample.
- Have a peer or colleague review your completed application. They can be objective and offer advice and suggestions for improvement.

RÉSUMÉ:

An Artist Résumé includes dates and locations of presentations of your work; dates and titles of publications that have included your work; any recognition or awards you have received as an artist, education, bibliography etc. Please limit résumé to five pages or less. It is recommended that the résumé file format be a .pdf, but .rtf and .doc are also allowed.

ARTIST STATEMENT:

An Artist Statement is an introductory text that provides a contextual background for your artwork. There is no formula for an Artist Statement, but it might include information about how the work developed (its source and direction), the underlying idea and structure, the conceptual aspects, your philosophies, and/or possible influences. In some cases, the statement may address the use of particular materials and processes. Please limit Artist Statement to one page. It is recommended that the resume file format be a .pdf, but .rtf and .doc are also allowed.

WORK SAMPLE:

Artistic excellence is the foremost criterion that the panelists use during the selection process. **Approximately 75% of the decision is based on your work sample.** Your submitted work sample should be the strongest representation of your work. Quality support materials speak for themselves – they prove to the selection panel that you have the ability to complete the proposed project.

Fellowship Application, Artist Trust, 1835 12th Avenue, Seattle, WA 98122

Mailed work samples must have a US POSTAL SERVICE POSTMARK dated on or before June 12, 2009. Materials may also be hand delivered to Artist Trust, 12th Avenue and E. Denny Way on Capitol Hill, Seattle, by 5pm on June 12, 2009.

WORK SAMPLE INSTRUCTIONS

- ALL APPLICATIONS MUST BE SUBMITTED ONLINE. Artists submitting TIME-BASED materials (CDs; CD-ROM; DVD) must print a confirmation with instructions to mail in with the appropriate work sample after submitting their application. Exceptions will only be made under special circumstances. Contact the Artist Trust Program Staff at 206/467-8734 x9, 1/866/218-7878 x9 (tollfree), or info@artisttrust.org no later than two weeks prior to application deadline if an exception needs to be made.
- Label ALL work samples with your name (that includes the case your CD or CD-ROM or DVD is in).
- We suggest submitting work samples of your artwork that has been created within the past three years.
- Work Sample Descriptions are extremely valuable for the panelists to understand what they are looking at or reading.
- It is especially important to CLARIFY your role in the submission (dancer, lighting designer, etc).

CATEGORY = WORK SAMPLE FORMAT ALLOWED:

MEDIA = JPGS, DVD, CD-ROM, Manuscripts
CRAFT = JPGS
MUSIC = CDs
LITERARY = Manuscripts

WORK SAMPLE FORMAT PARAMETERS

JPEGS MUST BE SUBMITTED ONLINE:

- JPEG images: Maximum of 10 JPEGS MUST BE SUBMITTED ONLINE.
- JPEGS: Images should NOT exceed 1240 pixels in height or 1240 pixels in width at 72 ppi resolution. Number each image file in order to be viewed using 01-10 followed by your last name. For example, Joe Smith's image files would be: 01Smith.jpg, 02Smith.jpg, etc. Each file should not exceed 5MB.
- Submit ONLY one image per file. For example, do not include several angles of one piece within one digital image.
- Your group of images should be cohesive in some way, perhaps through medium or subject matter. The backdrop should be neutral; we recommend a white, black or gray backdrop. Make sure the image of the art is clear and that your images are in focus and properly lit. If possible, use a projector to view your images, so you can see and correct any flaws.
- Work Sample Description (aka slide list) includes: Title; medium; dimensions (H"xW"xD"); year you completed the work. You may also include a brief explanation of unusual or complex techniques.

MANUSCRIPTS MUST BE SUBMITTED ONLINE:

- A maximum of 15 pages for poetry, fiction, graphic novels, experimental works, and creative non-fiction. All manuscripts must be typed with a 12-point font size or larger and cannot be single-spaced (except for poetry).
- If you submit excerpts from different manuscripts, make sure they compliment each other in some way and show your skill as a writer. Use your Work Sample Description to explain any differences between the selections of work you submit.
- Work Sample Description (a.k.a. synopsis) of the work(s) submitted.
- The Work Sample Description is an opportunity to provide detailed information that your manuscript selection may not be able to explain. For example, if you submit chapter eight from your novel, use the Work Sample Description to explain exactly where the chapter fits into the complete work. You can also write a few sentences about your ideas, how they developed and where they came from.

CDs MUST BE MAILED TO ARTIST TRUST OFFICES WITH WORK SAMPLE CONFIRMATION FORM:

- 1 CD with maximum three work samples.
 - Confirmation of Online Application must be submitted with CD.
 - Use the Work Sample Description online to identify and explain your work. Provide the title of each piece and the date the work was completed and/or performed. Include the number and type of other contributing artists (e.g. vocalist).
 - If you are submitting excerpts, state the length of the excerpt and the length of the entire piece. Use the Work Sample fields as an opportunity to clearly explain to the panel your role in the creation of the piece.
- See notes on time-based submissions below.*

CD-ROM & DVD MUST BE MAILED TO ARTIST TRUST OFFICES WITH WORK SAMPLE CONFIRMATION FORM:

- 1 CD-ROM OR DVD with maximum 3 work samples.
 - Confirmation of Online Application must be submitted with CD-ROM or DVD.
 - Use the Work Sample Description online to identify and explain your work. Provide the title of each piece and the date the work was completed and/or performed. Include the number and type of other contributing artists (e.g. vocalist).
 - If you are submitting excerpts, state the length of the excerpt and the length of the entire piece. Use the Work Sample fields as an opportunity to clearly explain to the panel your role in the creation of the piece.
 - The samples presented must be self-executable or use free readers and viewers which are available for download online. Your samples must be compatible with and optimized for viewing using the following: Netscape and Internet Explorer 4.0 or above; Flash and Shockwave; RealPlayer; Windows Media Player, Quick-Time or Adobe Acrobat Reader 3.0 or above. You must specify the media, plug-ins, and version numbers to be used. DVDs (Zone free or Zone 1) should be formatted in standard MPEG video. NOTE: Many DVD submissions experience playback problems and have to be re-submitted. BEFORE sending your computer-burned DVD to Artist Trust, test it on as many stand-alone DVD players as you can.
- See notes on time based submissions below.*

NOTES ON TIME-BASED SUBMISSIONS (CDs, CD-ROM, DVD)

- For time-based submissions, the Selection Panel will review a minimum of two minutes and a maximum of eight minutes of your combined work sample or cumulative minutes. Cue exactly where you want the Selection Panel to begin. Choose a selection that will make the panel curious about your work and want to hear more. We recommend that you submit more than one sample of your work, but make sure each sample is strong. *Remember, the panel may review only two minutes of your work, so pick the most compelling section.* Do not submit a work sample that is designed for promotional purposes. Panelists want a clear presentation of your work, not an infomercial.
- **CDs, CD-ROMs, DVDs MUST BE SUBMITTED ONLINE**

Good luck!

**Questions? Contact us: 206/467-8734 x9;
1/866/218-7878; info@artisttrust.org**