ABOVE: *Giselle Deconstruct*. Performance by 2017 JWRVP recipient Veronica Lee Baik. Photo by Tim Summers. BOTTOM: *Untitled 4*, 2016. 2017 JWR VP recipient Christopher Paul Jordan. Photo: Gabriel Bienczycki. RIGHT: 205 JWR VP recipient Allison Bremner.

artist TRUST

SUPPORTING ART AT ITS SOURCE

2018
James W. Ray
Venture Project Awards

NOMINEE GUIDELINES

DEADLINE: September 17, 2018
Online applications must be submitted by 11:59PM PST.

www.artisttrust.org

2018 James W. Ray
Venture Project Awards

ABOUT ARTIST TRUST

Artist Trust is a not-for-profit organization whose sole mission is to support and encourage individual artists working in all disciplines in order to enrich community life throughout Washington State. It has invested over $10 million in Washington State artists since its founding in 1986. Visit www.artisttrust.org to learn more.

ABOUT THE AWARD

The James W. Ray Venture Project Awards (JWR VP) are two awards of $15,000 each given to Washington State artists of any discipline whose work demonstrates exceptional originality. The awards are intended to support artistic excellence and the development of new ideas through individual and collaborative projects. Funding is generously provided by the Raynier Institute & Foundation, and administered by Artist Trust (AT) as a component of the AT/Frye Art Museum (FAM) Consortium. Artistic strength, feasibility, and potential impact of the proposed project, as well as professional capacity and the likelihood that the artists will benefit from support, will be key factors in the selection of recipients.

ELIGIBILITY

Artists must be nominated to be eligible for this award. Nominators are selected by AT with input from the FAM. The grant is open to individual generative artists and artist teams working in any discipline and residing in Washington State. Applications made in the name of collectives, companies, large groups, or organizations will not be accepted.

NOMINEES MUST BE:

- Nominated by an authorized AT nominator;
- 18 years of age or older;
- A Washington State resident at the time of application and payment;
- Generative artists: those who are the originators of works of art.

NOMINEES MUST NOT BE:

- A previous recipient of the award;
- A recipient of more than one AT grant per calendar year;
- A graduate, undergraduate, or matriculated student enrolled in any degree program at the deadline date of September 17, 2018;
- Current AT of FAM staff, Board of Trustees, honorary committee, consultants, contractors, current JWR panelists, or their immediate family;
- Affiliated with the Raynier Institute & Foundation.
- AT will make the final determination in regard to eligibility.
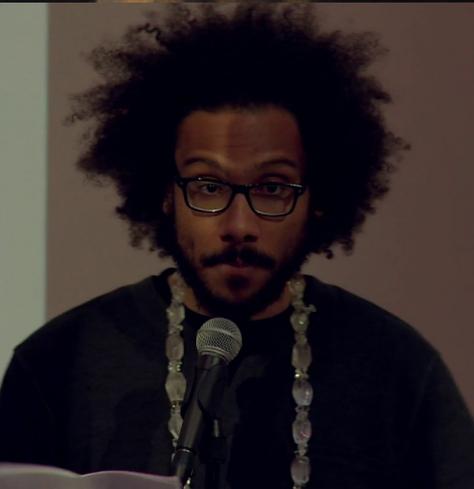
Submitting
an Application

HOW TO APPLY
ALL APPLICATIONS ARE ACCEPTED THROUGH SUBMITTABLE.COM

Only nominated artists may apply for the James W. Ray Venture Projects Awards. Nominees received an email from Artist Trust with a direct link to access the application on Submittable. If you have questions regarding nominations or have lost the email containing the direct link, reach out to AT staff (contact info on page 6).

MATERIALS CHECKLIST:

☐ Discipline statement (50 words)
☐ Artist biography (200 words)
☐ Project description (400 words)
☐ Project budget
☐ Artist résumé (5 pages or fewer)
☐ Work samples (see page 6 for details)

JWR VENTURE PROJECT SUPPORT OPPORTUNITIES

Applying for grants can be hard, and we want to help you. Here are ways you can get support from our staff as you work on your application:

Office Hours: one-on-one consultations with our staff, provided in-person or over the phone, on August 13, August 20, and September 15. Make an appointment at artisttrust.org

Preliminary Application Review: submit a draft application through Submittable by August 27, 2018 and request preliminary review. Our staff will review your application and provide detailed feedback by September 7, 2018. The application is then opened for editing and must be resubmitted by the final deadline.

Resources: visit our website for reference guides including examples of successful grant applications and other information.

Webinar: join us on August 22 at noon PST for an informational webinar about the award and the application process. Register at artisttrust.org.

Contact Us: We're happy to answer questions about your application. Our contact information is on page 6. **Note**: our ability to answer questions in the days leading up to the deadline is limited. Please start early and don't wait to contact us for application support.

INDIVIDUAL ARTISTS VERSUS ARTIST TEAMS

A team of two to five artists may apply as a team if they can demonstrate a documented history of creating and presenting work as a team for at least three consecutive years. Artists applying as a team must contact AT to verify eligibility. If eligible, one lead person will submit the application. Members of eligible teams may not be recipients of any other AT award within the same calendar year, and individuals from a team cannot apply for AT funding within same calendar year of receiving an award.

COLLABORATIONS

Collaborations consist of two or more artists having a vested interest in the completion of a project. Artists applying as a collaboration must contact AT to verify eligibility. Applications must be made in the name of a Lead Artist with collaborators listed as partners. Applicants must submit contact information and **résumés** for each collaborator. All collaborators must meet the eligibility requirements of this award. Collaborators must not be temporary workers, contractors, or consultants to a project. Collaborating artists may not submit additional applications to this award as individuals, team members, or collaborators on additional applications.

Application Guide

1. **Read the guidelines and instructions carefully.** Not following the guidelines may result in your application being withdrawn.

2. **Don't wait until the last minute.** Start your application at least a week before the deadline and don't wait until the last hour to submit it. Submittable slows down due to high traffic in the hours before the deadline. *We are unable to accept applications after the deadline for any reason, including technical issues.*

3. **Draft and save your application in a word processing program.** Copy and paste your written content into Submittable when you are ready.

4. **Discipline Statement:** Write one sentence that describes your creative practice. For example, "I am a choreographer" or "I write experimental fiction."

5. **Prepare biography.** The artist biography is a brief snapshot providing background information that might not be found elsewhere in your application, such as where you were born or grew up, details about your training or work process, career development, etc. Limited to **200 words or less** and can be written in the third or first person.

6. **Prepare project description.** .The project description tells the story of your project in a straightforward and persuasive tone. A good project description explains the who, what, when, where, and why of a project. It gives specific details about the project, its timeline, and your intentions and goals, and shows why you need funding right now and how the project will impact your career. Limited to 400 words or less. Proposed projects are to occur after JWR funds are awarded AND within a year of the award. Projects with dates outside of this timeframe will not be considered.

7. **Prepare budget.** The project budget is used to judge the feasibility of completing your project. Use the project budget to illustrate overall estimated project costs and additional funding sources (if applicable). Your project need not be funded solely by JWR VP support.

8. **Prepare résumé.** The artist résumé includes dates and locations of exhibitions or presentations of work; dates and titles of publications that have included your work; recognition or awards received; bibliography; education; etc. Please limit résumé to **five pages**. Assume that panelists are unfamiliar with you and your past work. Résumé must be a .pdf.

9. **Prepare your work sample(s).** Much of the panel's decision is based on the quality of your work samples, which should be the strongest possible representation of your work. Submit work samples that have been created within the past three years. Order your work samples alphanumerically (example: 01_Lopez.jpg, 02_Lopez. pdf), putting your strongest work samples first. Note: AT reserves the right to withdraw work samples if an artist does not follow the guidelines.

10. **Use Artist Trust as a resource.** Give us a call to discuss your application; request preliminary review of your application; bring questions to our free grantwriting support program, Office Hours (more details for these support services on page 3. For updates, sign up for our newsletter at **http://artisttrust.org/index.php/newsletter**, visit our events page at **http://artisttrust.org/index.php/events**, and follow us on social media at **https://www.facebook.com/ArtistTrust** or **https://twitter.com/artisttrust**). *Reminder*: *applications submitted by August 27, 2018 are eligible for preliminary review and feedback from AT staff.*

11. **Have a peer or colleague review the support materials before submission.**

LEFT: *FIN (The End of the Line).* 2016 JWR VP recipient Juventino Aranda. Photo: Tara Graves. RIGHT: 2016 JWR VP recipient Juventino Aranda. Photo: Courtesy of artist.

Work Sample Guidelines

SUBMIT MATERIALS

- Applicants may submit up to a **total of 20 files across all file formats**.
- **NOTE**: If submitting multiple file formats, you can only submit 20 files across all media. The formula is 30 seconds of audio or video = 1 file and 1 image / page = 1 file. (Example: you may submit 6 minutes of audio/video and 8 additional images/manuscript pages).
- AT reserves the right to withdraw work samples OR to disqualify applications that exceed the work sample limits or do not follow guidelines.

FILE FORMAT DETAILS:

AUDIO

- Maximum of **10 minutes total** for audio and video work samples combined.
- Begin each sample where you want the panel to begin and choose a selection that will make the panel want to hear more.
- Do not submit work samples designed for promotional purposes (such as a reel).
- Do not submit samples with cue times.
- Submit an individual file for each distinct work (for 3 pieces, have 3 individual files and not one file with 3 work samples edited together).
- Format: .aiff, .mp3, .wav.
- Music Composition: Do not submit scores.

IMAGES

- Maximum of **20 images.**
- Submit one piece per file; do not collage several angles or multiple pieces within one image.
- Backdrops should be neutral (white, black, or gray), with good lighting and the work in focus.
- Format: .gif, .jpeg, .tiff.; 72 ppi/dpi (standard web resolution) recommended; no smaller than 1920 pixels on the longest side.

MANUSCRIPT

- One manuscript with a **maximum of 20 pages.** All manuscripts must be double-spaced with a 12-point font size or larger (except poetry, scripts, or experimental works).
- A synopsis page is encouraged. Include it as the first page of your overall work sample (one synopsis page + maximum 20 manuscript pages). If the work sample consists of multiple excerpts, please use the single synopsis page to give information for all of them. Synopsis page typically includes details such as original or anticipated publication dates, whether selections are from a larger series, additional description, etc.
- Format: .pdf.

VIDEO

- Maximum of **10 minutes** total for all video and audio work samples combined.
- Do not submit work samples designed for promotional purposes (such as a reel).
- Do not submit samples with cue times.
- Submit an individual file for each distinct work (for 3 pieces, have 3 individual files and not one file with 3 work samples edited together).
- Begin each sample where you want the panel to begin and choose a selection that will make the panel want to see/hear more.
- Resolutions: recommended minimum 640 x 480, maximum 1920 x 1080. Aspect Ratio: 4:3 or 16:9. Bit Rate: recommended above 240 kbps. Frame Rate: recommended minimum 12 fps, maximum 30 fps.
- Format: .avi, .m4v, .mov, .mpg, .wmv.

WORK SAMPLE DESCRIPTIONS

- You will be prompted to add Work Sample Descriptions as metadata when uploading each file in Submittable. This window will pop up once you have completed the upload. Work sample descriptions should include: title, materials, dimensions or time, and the year work was completed. Descriptions may include a short (1-2 sentence) description of the piece, which should clarify your role in the work.

WORK SAMPLE ORDER

- Submittable will automatically order your files alphanumerically by file name. Name your files by number in the order that you would like them appear. We recommend that you use the following naming protocol: ##_LastName.filetype (examples: 01_Ruiz.jpg,...11_Ruiz.mov, 12_Ruiz.jpg).
- If you do not follow work sample guidelines, AT may delete work samples, starting at the bottom, until your appplication is in compliance with stated limits.

QUESTIONS?

- Contact Submittable for tech support or AT staff for guideline questions (contact info on page 6).

Selection Process

CRITERIA

Applications are reviewed by one multi-disciplinary panel consisting of five people with expertise in a range of artistic disciplines. Panelists review all eligible applications online through Submittable and meet at the AT office to discuss applications and recommend recipients. Panelists are asked to review all applicants through a lens of equity and have access to all the application materials and submitted information throughout the selection process. The panel selects the recipients based on:

- Artistic strength;
- Feasibility of the project;
- Impact of the award on advancing the artist's work.

After an initial online review and scoring, panelists move on to a live panel at the AT office discussing and recommending recipients. Recommendations are presented to the AT Board of Trustees for final approval. The award includes professional development services that must occur within one year of receiving funds.

EQUITY
BACKGROUND

Artist Trust is a nonprofit organization that helps Washington State artists of all disciplines thrive through direct support, connections, and advocacy. We believe a fair and just society ensures artists of all background and identities are included in its cultural narratives.

ARTIST TRUST RACIAL EQUITY STATEMENT

Artist Trust commits to addressing historical and structural barriers in access to artist funding, resources, and leadership opportunities for people of color (POC). By working towards racial equity within our organization, funding programs, and services, we are working against systems of racism, engaging in partnership with people of color, and truly fulfilling our mission to support ALL artists in Washington State.

More information about our work towards racial equity and how it affects our grantmaking programs can be found here: http://artisttrust.org/index.php/about/equity

PANELISTS AND NOMINATORS

Artist Trust selects 10 nominators from across Washington State for the James W. Ray Awards who nominate five artists each for the Venture Project & Distinguished Artist awards. Nominees are notified with an invitation to apply. Applications for both awards are reviewed by one multi-disciplinary selection panel of five artists and arts professionals, including one representative from the Frye Art Museum and one out-of-state panelist. Nominators and panelists are selected from a variety of disciplines, ages, genders, geographies (within and outside Washington State), races, ethnicities, and stages in their careers. Nominators and panelists rotate every year, except the representative from the Frye. Their names are released when award recipients are announced.

Live panels are open to the public; space is limited to two observers per panel and visitors may not observe a panel in which they have an application under consideration. Contact AT for availability.

MISCELLANEOUS
ANNOUNCEMENT & PAYMENT

Awards will be announced and disbursed in December 2018.

OWNERSHIP

Works created with award funding belong to the artist. AT keeps the recipients' application and submitted work samples for promotional and archival purposes as well as in educational materials such as sample applications.

LIABILITY

AT is not responsible for loss or damage of the submitted application or support materials due to technological failure or unforeseen cirumstances.

QUESTIONS?

CONTACT ARTIST TRUST:
- with questions about application requirements, guidelines, eligibility, etc.;
- if you need to access or edit a submitted application (if still prior to the deadline of September 17, 2018).

CONTACT SUBMITTABLE:
- with website access issues;
- with questions about uploading or formatting images;
- with other technical support needs.

http://help.submittable.com/

ARTIST TRUST
Monday–Friday: 8:30am–5:00pm PST

Brian McGuigan // Program Director
brian@artisttrust.org : 206/467-8734 x23
and
Katy Hannigan // Program Manager
katy@artisttrust.org: 206/467-8734 x25
and
Zach Frimmel // Program Coordinator
zach@artisttrust.org: 206/467-8734 x20