



OREGON ARTS  
COMMISSION

## FY10 Individual Artist Fellowship Guidelines

Visual Artists and Designers Eligible to Apply  
Grant period: January 1, 2010 to December 31, 2010

***Postmark Deadline: October 15, 2009***

### **Vision**

The Oregon Arts Commission believes that the arts and culture are touchstones of community and civic life and that it is essential to preserve, stabilize and develop their central role in Oregon. The Commission's role is to lead through advocacy, policy development and planning, to seek funding for and make grants to the arts, to build coalitions between the public and private sectors and between arts and cultural organizations, so the arts touch the lives of Oregonians.

### **Purpose**

The Oregon Arts Commission's Individual Artist Fellowship Program honors Oregon's professional artists and their artistic achievements and supports their efforts to advance their careers. In selecting artists to receive Fellowships, the Commission looks to Oregon artists of outstanding talent, demonstrated ability and commitment to the creation of new work(s).

FY2010 Fellowships will be awarded to artists demonstrating excellence in Visual Arts (crafts, drawing, painting, photography, printmaking, sculpture, mixed media and new media) and Design Arts.

### **Fellowship Amounts**

Fellowships are non-matching awards of \$3,000. There is no pre-determined number of Fellowships to be awarded in each discipline. The Commission and its review panels may determine that no Fellowships be awarded.

### **Eligibility**

Eligible artist applicants must:

- be a current Oregon resident;
- have been an Oregon resident for one full year prior to the application deadline date;
- have not received an Oregon Arts Commission Fellowship in the five (5) years prior to submission of an application.

Full-time students and non-professionals who produce art as a hobby are not eligible. Prior Arts Commission Fellowship recipients may not reapply for funding for a period of five years after their award year. While the Commission acknowledges that many artists work collaboratively, each Fellowship will be awarded to only one individual artist. Individuals may submit one application per year.

### **Eligible Artistic Disciplines**

The Oregon Arts Commission offers Fellowships in multiple artistic disciplines in alternating years:

- **October 15, 2009: Visual Arts** (crafts, drawing, painting, photography, printmaking, sculpture, mixed media and new media) and **Design Arts** are eligible to apply.

- **Fall 2010:** Deadline to be determined – Artists involved in Literature and the Performing Arts are eligible.

### **Deadline**

Completed applications must be **postmarked** or **hand delivered** to the Commission office by **October 15, 2009**. **Applications that are late for any reason will not be reviewed.**

### **Review Criteria**

Oregon Arts Commission Fellowships are awarded on the following basis:

- aesthetic quality of the applicant's submitted artwork;
- artist's sustained professional achievement;
- the potential for the artist's future contribution to the field.

### **Review Process**

Arts Commission staff reviews Fellowship applications for completeness and eligibility. A panel of arts professionals then reviews eligible applications and accompanying documentation. The Oregon Arts Commission considers panel recommendations for funding and determines final grant awards.

### **Application Instructions**

**Artists may submit one Fellowship application per year. Documentation of the artist's work is the most important component of the application** and artists are strongly advised to submit well-documented and clearly labeled work samples for review. Fellowships are awarded based on the creative excellence presented in the applicant's work samples. All work samples should be clear, legible and/or audible reproductions of the applicant's work.

### **Required Application Materials**

#### **Work Samples**

#### **CD ROM for Visual Arts Submissions**

Provide (1) copy only of the following:

**A CD-ROM of up to ten images of recent individual pieces, installations, designs models or products.** Images must be in JPEG format; the CD-ROM must be clearly labeled with the artist's name. Images must be no larger than 1024 x 768 pixels, and 72 dpi. Each image filename must be formatted as follows: artist's last name, first initial, number corresponding to the number on the image list (e.g., smithp-01.jpg). Images other than JPEG format will not be reviewed and reviewers will not visit websites.

Slides are not accepted as work samples for this program.

#### **CD ROM or DVD for Video Submissions**

Provide (1) set only of the following:

The application package must include quality recording(s) in audio/video files, limited to the following file formats:

Windows audio or video files (.avi or .wav)

MP3 (.mp3 or .m3u)

Moving Picture Experts Group (.mpeg, .mpg, .m1v, .mp2, .mpa, .mpe, .mp2v or .mpv2)

Test the digital submission before you submit. Make sure that it works on a PC operating with Microsoft Windows, which is used by the Oregon Arts Commission.

**Label all disks with your name.**

**Make sure your CD or DVD plays on a standard machine before sending it to us for review. The Arts Commission is not responsible for the review of faulty or flawed disks.**

### **Fellowship Application Packets**

Submit ten (10) complete hard copies, (3-hole punched and collated sets) of the following:

- Application form – 3-hole punched (*Signed original + nine copies*);
- Narrative – 3-hole punched (*Signed original + nine copies*);
- Resume or biographical summary- please limit to 2 pages- (*original + nine copies*);
- Summary of work samples submitted: a one-page list of the title of the work(s) on the CD or DVD, date created or performed, and any other pertinent information.

**DO NOT staple, clip or bind your materials into folders or notebooks.**

Please 3-hole punch all printed materials submitted.

Applications will be placed in three-ring notebooks by staff for panel review.

Application forms and photocopied materials will not be returned.

### **If You Receive a Fellowship**

Artists selected for Fellowship funding will receive a grant packet from the Arts Commission including the following:

- Fellowship Grant Agreement;
- Requirements for funding credit and use of the Oregon Arts Commission logo ;
- Requirements for final reporting.

### **Recipient Responsibilities**

When Artist Fellowship recipients undertake public activities associated with their work, the artists may give credit to the Oregon Arts Commission in event promotion, publicity, advertising and programs using the following language:

*“(Name of Grantee) has received an Individual Artist Fellowship award from the Oregon Arts Commission.”*

[Provide verbal credit prior to the presentation or performance if printed materials are not used.]

### **Final Reports**

At the completion of the one year Fellowship grant period, artists must submit a final report describing the activities undertaken with Fellowship funds and including specific information describing the impact of an Arts Commission Fellowship on his or her professional career.

### **Artwork Ownership**

All artwork produced by the artist during the Fellowship period remains the property of the artist.

### **Assistance**

Assistance from the Arts Commission staff is available to applicants prior to the October 15, 2009 application deadline. Call the Oregon Arts Commission office at (503) 986-0082. Email requests for assistance may be sent to [oregon.artscomm@state.or.us](mailto:oregon.artscomm@state.or.us).

Copies of these guidelines and the application form are available from the Arts Commission in hard copy or on-line at the Commission website ([http://oregonartscommission.org/grants/commission\\_grant\\_programs.php](http://oregonartscommission.org/grants/commission_grant_programs.php)).

ALTERNATE FORMAT APPLICATION

Upon request, Arts Commission grant application materials will be made available in alternate format such as Braille, large type, or on audiotape.

For TDD assistance, call 800-735-2900