

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• 2012 VISUAL ARTS FELLOWSHIP APPLICATION COVER SHEET •

APPLICANT INFORMATION

NAME:

STREET ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

FAX:

EMAIL:

ARTISTIC DISCIPLINE:

PROJECT TITLE:

PROJECT BUDGET:

AMOUNT REQUESTED:

NOMINATING ORGANIZATION INFORMATION

NOMINATING ORGANIZATION:

CONTACT:

TITLE:

STREET ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

FAX:

EMAIL:

LETTERS OF RECOMMENDATION SUBMITTED BY:

NAME:

ORGANIZATION:

TITLE:

YEARS/CAPACITY KNOWN:

NAME:

ORGANIZATION:

TITLE:

YEARS/CAPACITY KNOWN:

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• INSTRUCTIONS •

Please follow all instructions carefully.

- All written materials should be clear, legible, and easy to read. They may be handwritten, or typed in a standard font of no less than 10pt. Everything in the application packet should be printed on only one side of the page. Applications will be evaluated on content, not cosmetics. Applications are also available for download from our website www.independencefoundation.org. *However, only hard copies of application materials will be accepted.* **Applications may not be altered in any way.**
- All application materials must be submitted in the order listed below.
- All criteria for selection of fellowship recipients are clearly stated in this application. We want to know who you are, what you do, and what you are proposing to do with this fellowship. There are no other agendas. **Please read the Background Information thoroughly and follow the priorities and guidelines when completing the application.**
- It is the **applicant's** responsibility to gather all the application materials and submit them as a single packet, including letters of recommendation/endorsement. These letters should not be confidential.
- Secure [do not staple] each copy of the application package at the upper left-hand corner.
- **Application materials will not be returned.**

ENCLOSE ORIGINAL PLUS TEN (10) COLLATED COPIES OF THESE MATERIALS (check them off here):

- [] THE COVER SHEET AND THIS INSTRUCTIONS PAGE WITH COMPLETED ITEMS CHECKED
- [] YOUR ARTISTIC RESUME
- [] SUMMARY OF CAREER HIGHLIGHTS (not to exceed **one paragraph** – use enclosed form)
Give a brief overview of your artistic career, including education/training, performances/exhibitions, awards/fellowships received, etc.
- [] PROJECT DESCRIPTION (not to exceed **two pages** – use enclosed forms)
This should explain your proposed project in as great a detail as possible, including an estimated timeline of when each project activity will occur. What will you do? What will be accomplished? Who else will be involved? Why is this the best possible project for you at this time? **You must address specifically how this project will help you take an important step forward in your artistic work and professional career.**
- [] BUDGET WORK SHEET (use enclosed form)
- [] BUDGET NARRATIVE (use enclosed form)
- [] ARTISTIC STATEMENT (not to exceed **two pages** – use enclosed forms)
This should be about who you are as an artist. *Please touch on your aesthetic principles, artistic goals, future plans and projects, and **the way your artistic work serves the broader community.*** This is also your opportunity to tell the Peer Panel and the Board of Directors anything else you want them to know about you and your artistic work.
- [] LETTER OF RECOMMENDATION FROM A REPRESENTATIVE OF THE NOMINATING ORGANIZATION (use enclosed form)
- [] TWO GENERAL LETTERS OF RECOMMENDATION/ENDORSEMENT (use enclosed forms)
- [] ADDITIONAL MATERIALS (Not to exceed 10 pages) - **We strongly encourage you to submit any supplementary information that will help us understand you and your project.** These may include reviews, articles, additional letters of support, information on collaborating artists, etc. **Letters of support from any/all collaborating artists with whom you will be working must be included.**
- [] FOR VISUAL ARTISTS ONLY:
Please enclose samples of up to ten (10) slides of your work, completed within the last five years. The slides may be submitted on disc as jpeg images (of sufficient size for projection). Only ONE COPY of slides is needed. If photographic slides are submitted, they must be numbered from one to ten and clearly labeled with the artist's name and the correct viewing side. Media artists may submit up to three 5-10 minute excerpts of their work on DVD (excerpts should all be on one DVD, if possible).
- [] ACKNOWLEDGEMENT FORM (signed and dated)

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• BACKGROUND INFORMATION •

HISTORY

The Independence Foundation was founded in 1932 by steelmaker William H. Donner as the International Cancer Research Foundation. The Foundation expanded its scope beyond cancer research following WW II. Since then the Foundation has remained involved in health issues, while also giving in several other areas. Since 1993, the Independence Foundation has focused on health care, human services, legal aid (including a Public Interest Law Fellowship Program), culture and the arts, and a special interest in community based nurse-managed health care.

PROGRAM DESCRIPTION

The Independence Foundation believes that a strong arts and cultural community is crucial to Philadelphia and the surrounding Pennsylvania counties. The Foundation recognizes the need to assist artists in furthering their training and professional development. To that end, the Independence Foundation has created the **Independence Foundation Fellowships in the Arts**. Fellowship grants will be awarded to originating artists (painters, sculptors, choreographers, playwrights, composers, etc.) and interpretive artists (actors, dancers, musicians, etc.) in both the Visual and Performing Arts.

GOALS AND PRIORITIES

The **Independence Foundation Fellowships in the Arts** is an opportunity for exceptional artists to take a key step forward in their professional development. This is the primary goal of the program. We encourage you to be creative in discovering the best possible way to expand your artistic horizons. There are no set boundaries for what is possible or what types of projects might be funded. However, a successful project should be well designed and of maximum practical value to the artist. In addition, the project *must* provide the artist with an opportunity for artistic growth and improvement in his/her primary area of work; such as assisting the artist in acquiring new skills relevant to his/her work; or providing the artist with a unique developmental opportunity.

ELIGIBILITY

- **ALL APPLICANT ARTISTS MUST BE NOMINATED BY AN OFFICIAL NOMINATING ORGANIZATION.** Official nominating organizations are comprised of local non-profit arts and cultural organizations which are current grantees of the Independence Foundation, and who elect to participate in this program. Criteria for nomination may include overall artistic merit; future artistic promise; the strength of the proposed project; the likelihood that the project will be completed; and financial need.
- All applicant artists must be Pennsylvania residents of the five county Philadelphia region (Bucks, Chester, Delaware, Montgomery or Philadelphia counties)
- All applicant artists must have 3-5 years professional experience in the visual or performing arts.

CRITERIA

As a result of the nomination process, it is expected that the quality of the projects under consideration for Fellowships will be extremely high and therefore the selection process will be highly competitive. Peer Panels, comprised of local professional artists and arts administrators, will review the applications and make recommendations to the Independence Foundation Board of Directors for final decisions. In making selections, the Peer Panels and the Board of Directors will consider the following three factors:

- **Past Artistic Excellence**, as demonstrated by reviews, awards, grants, fellowships, and artistic reputation.
- **Future Artistic Promise**, as evaluated from the application, nomination and letters of recommendation.
- **The Proposed Project**, as proposed by the applicant artist in his/her application, with particular emphasis on how this project will allow the artist to take a key step forward in his/her professional development and artistic career.

PROCESS

Each Fellowship recipient will submit two (2) brief reports to the Foundation during the Fellowship period. First, a Project Plan must be approved at the outset, confirming that the project proposed in the application is actually happening, and making any necessary adjustments in scope, timeline, budget, etc. Fellowship recipients will receive fellowship funds only after approval of this Project Plan. At the conclusion of the Fellowship period, a Final Report must be submitted, sharing with the Foundation the results of the project, what the value has been, how it will affect future work, etc.

Fellowships will range from **\$1000** to a maximum of **\$10,000**. The majority of fellowships have been **\$4000-\$6000**. Nominated artists should carefully prepare a realistic budget and *request only the amount necessary to accomplish the proposed project*. Approximately 10-15 Fellowships will be awarded in each grant cycle.

APPLICATION DEADLINE

There are separate deadlines for Visual and Performing Arts. **Applications must be received in our offices no later than 4:00 p.m. on the date listed below.** *Late, incomplete or non-nominated applications will not be accepted.* **Application materials will not be returned.** Fellowship recipients will have one year from notification to complete their Projects.

CURRENT CYCLE: Visual Arts

APPLICATION DEADLINE: Thursday, April 12, 2012

NOTIFICATION: summer 2012

IMPORTANT INFORMATION

- It is the responsibility of each applicant to secure a nomination from a Nominating Organization. *Independence Foundation will not be involved in the process of connecting artists with organizations.*
- Nominated artists may elect to work with one or several other artists or collaborators as a part of the proposed project, but only the one artist may apply for the Fellowship. Consortia of artists will not be accepted.
- It is understood that change and evolution are part of the artistic process, and that some specifics of the Fellowship Project may require readjustment. Artists will not be held to every specific point in their proposals, but they will be expected to accomplish what is set forth in their Project Plans. If a major revision becomes necessary, the Fellowship recipient must obtain the permission of the Foundation before expending any Fellowship funds on a substantially different project.
- The Board of Directors of the Independence Foundation will make the final decisions on Fellowship recipients.

SEND COMPLETED APPLICATIONS TO:

**Independence Foundation
Fellowships in the Arts Program
Offices at the Bellevue
200 South Broad Street
Suite 1101
Philadelphia, PA 19102**

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• SUMMARY OF CAREER HIGHLIGHTS •

NAME:

PROJECT TITLE/NAME:

This summary bio should be written in the third person and should be about a paragraph long. Please use this form or attach a separate sheet to this form. Give a brief overview of your artistic career. Include education/training, performances/exhibitions, awards/fellowships received, etc. For example: "Jane Doe is a dancer who studied at University of the Arts, receiving first a Bachelor's then a Master's degree. Her work has been seen in shows at XYZ Space, and solo performances at the ABC Festival. She has received numerous awards, including ..."

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• PROJECT DESCRIPTION •

NAME:

PROJECT TITLE/NAME:

Please use this form or attach a separate sheet to this form. Please summarize your project in the first paragraph, then describe the particulars of your proposed project in detail, including an estimated timeline of when each project activity will occur: What will you do? What exactly will be accomplished? Who else will be involved? Why is this the best possible project for you at this time? ***You must address specifically how this project will help you take an important step forward in your artistic work and professional career.***

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• PROJECT DESCRIPTION (*cont'd*) •

NAME:

PROJECT TITLE/NAME:

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• BUDGET WORKSHEET •

NAME:

PROJECT TITLE/NAME:

Please include your best estimates, based on current information, about actual costs. These line items are only suggestions. Feel free to fill in "Other" lines if other categories are more applicable. On the Budget Narrative sheet, please provide an explanation of the numbers that will help panelists understand how funds will be used. You may attach a separate sheet if more space is needed. If the budget for the project is greater than the amount you are requesting from the Foundation, please fill in "TOTAL FROM OTHER SOURCES" and provide specific information in the Budget Narrative about where additional funds will come from and whether they have already been secured.

TRAVEL (Air, train, bus, car, etc.)	\$
PER DIEM (Food, lodging, etc.)	\$
ARTIST FEES (Fees paid to other artists; i.e. Rehearsal, performance, etc.)	\$
EQUIPMENT (Purchase or rental)	\$
SPACE (Studio, performance, rehearsal)	\$
MATERIALS	\$
MARKETING/PROMOTION	\$
OTHER:	\$
OTHER:	\$
OTHER:	\$
OTHER:	\$
OTHER:	\$
TOTAL PROJECT EXPENSES	\$
TOTAL FROM OTHER SOURCES	\$
TOTAL FELLOWSHIP REQUEST	\$

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• BUDGET NARRATIVE •

NAME:

PROJECT TITLE/NAME:

<u>LINE ITEM</u>	<u>\$ AMOUNT</u>	<u>EXPLANATION</u>
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TRAVEL	\$	
--------	----	--

PER DIEM	\$	
----------	----	--

ARTIST FEES	\$	
-------------	----	--

EQUIPMENT	\$	
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SPACE	\$	
-------	----	--

MATERIALS	\$	
-----------	----	--

MARKETING	\$	
-----------	----	--

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• BUDGET NARRATIVE (cont'd) •

NAME:

PROJECT TITLE/NAME:

<u>LINE ITEM</u>	<u>\$ AMOUNT</u>	<u>EXPLANATION</u>
------------------	------------------	--------------------

OTHER	\$	
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OTHER	\$	
-------	----	--

OTHER	\$	
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OTHER	\$	
-------	----	--

OTHER SOURCES:

<u>\$ AMOUNT</u>	<u>SECURED/PLEDGED</u>	<u>SOURCE NAME</u>
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\$		
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\$		
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\$		
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\$		
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\$		
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INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• ARTISTIC STATEMENT •

NAME:

PROJECT TITLE/NAME:

Please use this form or attach a separate sheet to this form. The Artistic Statement should be about who you are as an artist. Please touch on your aesthetic principles, artistic goals, future plans and projects, and **the way your artistic work serves the broader community**. This is also your opportunity to tell the Peer Panel and the Board of Directors any additional information you would like them to know about you and your artistic work.

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• ARTISTIC STATEMENT (*cont'd*) •

NAME:

PROJECT TITLE/NAME:

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• LETTER OF RECOMMENDATION/ENDORSEMENT FROM NOMINATING ORGANIZATION •

NAME OF NOMINEE:

NOMINATOR

NAME:

ORGANIZATION:

TITLE:

STREET ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

FAX:

EMAIL:

Please answer the following questions on a separate page (your organization's letterhead, if possible) and attach this cover sheet. Please include the nominee's name on all attached sheets. Feel free to add any additional comments or information you feel would be helpful to the Peer Panel and the Board of Directors in the decision-making process.

1. How long and in what capacity have you known the nominee? How familiar are you with his/her work?
2. What is your assessment of the artistic quality of his/her work?
3. What contribution has this artist already made to the local, regional, or national artistic community? What contribution do you think he/she is likely to make in the future?
4. What is your professional assessment of the nominee's proposed project? Is this an appropriate and timely project for him/her to undertake? *How do you think this will significantly help his/her professional development and future work?*
5. What else, if anything, should the Peer Panel and the Board of the Directors know about this nominee?

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• LETTER OF RECOMMENDATION/ENDORSEMENT •

NAME OF NOMINEE:

ENDORSER INFORMATION

NAME:

ORGANIZATION:

TITLE:

STREET ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

FAX:

EMAIL:

Please answer the following questions on a separate page (your organization's letterhead, if possible) and attach this cover sheet. Please include the nominee's name on all attached sheets. Feel free to add any additional comments or information you feel would be helpful to the Peer Panel and the Board of Directors in the decision-making process.

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INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• LETTER OF RECOMMENDATION/ENDORSEMENT •

NAME OF NOMINEE:

ENDORSER INFORMATION

NAME:

ORGANIZATION:

TITLE:

STREET ADDRESS:

CITY:

STATE:

ZIP:

PHONE:

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EMAIL:

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INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• VISUAL ARTS WORK SAMPLES •

NAME:

PROJECT TITLE/NAME:

In the expandable cells below, include a list of the work samples submitted with your application and as much information about each of the samples as possible (include names/titles of pieces, medium, dimensions, year completed, and any other pertinent information).

1.

2.

3.

4.

5.

6.

7.

8.

9.

10.

INDEPENDENCE FOUNDATION FELLOWSHIPS IN THE ARTS

• ACKNOWLEDGEMENT FORM •

I hereby certify that the facts set forth in the above application are true and complete to the best of my knowledge. I understand that falsified statements on this application shall be considered sufficient cause for denial of receipt of a fellowship.

Applicant's Signature

Date

Non-discrimination Policy

Independence Foundation Fellowships in the Arts program is committed to a policy against discrimination based on sex, sexual orientation, marital or parental status, race, color, religious creed, national origin, age or disability.