Hello and thank you for joining us for this brief introduction to 4Culture Arc Artist Fellowship application process.

My name is Melissa Newbill

My name is Heather Dwyer

We are managing this program together, and will walk you through this process.

We encourage applicants to start their applications early so that we can assist if questions come up along the way.

A group of artists of different backgrounds and disciplines will be the people who make the recommendations about who should receive the fellowships.

We refer to this group as “the panel” or “Panelists”. They will be evaluating your application and will see most of the text you submit. We encourage you to write as clearly and as concisely as possible.
If you have not already done so, please review the application guidelines located on our website at 4culture dot org slash “arc” (4culture.org/arc.)

The guidelines provide specific details about what the Arc Artist Fellowship offers, eligibility requirements, where to go if you have questions, what happens after you apply, and finally, it is where you will need to create or log-in to your 4Culture account to access the on-line application.

If you need assistance with creating or logging in to your 4Culture account, you can watch our tutorial video, Creating Your Account & Accessing the Application or you can contact us.

The unique demographic focus of the Art Artist Fellowship allows us to build on and deepen our relationship with artists, and reflects our ongoing commitment to equitable funding.

In addition to general eligibility for this program, which is outlined in the guidelines, this first narrative section requires that you briefly identify how you meet the 2018 Arc Eligibility Requirement.
This year, artists with physical, developmental, cognitive, intellectual, and/or emotional disabilities are eligible to apply.

When you’re completing this section, keep in mind our system won’t cut you off, but we suggest keeping this to around 100 words.

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These self-identification sections are optional. The panelists will not review what you write here. You may choose to leave them blank.

This information will be used to help 4Culture better understand the diversity of artists in our community as we work to better support artists.

Perhaps you would like to be identified as a bi-racial woman, who loves dogs.

As an artist, maybe you identify as a documentary filmmaker who also plays drums in a local band.

Let us how you like to be identified – as a person and as an artist.
The next section of the application will ask you to write a response to four different topics.

The first, is **Inspiration**. Please describe what continues to encourage, excite, build, or keep you working as an artist. What has inspired your previous, current, or upcoming work? If your background plays or has played a role in your work, share how.

Again, our system won’t cut you off, but we suggest around 300 words for these next four sections. A bit more or a bit less is fine.

Under **Vision**, let the panel know where you see yourself and your work in the next few years. What steps will help you reach this goal?

Also, please address how a $12,000 fellowship would impact your life in support of your creative practice.

It’s important to be specific. The panel will be evaluating you on how clearly you outline your plan to reach your creative goals in the next three years.
Outline your **expertise, experience, and accomplishments**. Rather than a long resume, we are seeking career highlights that have shaped or acknowledged your work.

In this section, describe and/or list what training and related experiences have helped you develop your work, and any recognition including grants and awards you’ve received. Please include dates if known.

In this next section, we encourage you to convey your dedication and passion for your craft to the selection panel.

Use this section to **Highlight** a past or in-process project or presentation of your work that you feel exemplifies your practice. Share why you believe this project is significant.
The panel will review samples of your past and/or in-process work. Work samples serve to support your writing about your inspiration, vision, expertise/experience/accomplishments, and your project highlight.

You must provide work samples in one of the required formats outlined in the guidelines. You may elect to provide a second format type if you work in more than one discipline or feel it better represents your work. For example, a spoken-word artist might want to submit video samples of several performances, along with a manuscript of poetry samples.

Less is more – so don’t feel compelled to include work in both formats unless it helps you!

In the Work Sample Description, tell the panel a bit about what they are going to review.

If you would like for them to review a specific segment of a time-based piece or pay particular attention to an image or paragraph, you can indicate that here as well.
In numerical order, indicate the information that is applicable to your work samples including the title, medium, dimensions, date of completion or if it’s an in-progress work. Also mention if it’s a complete work or an excerpt or abstract – and what your role is in its creation. Credit any collaborators as well!

**SLIDE 12**

This next section is for your Work Sample Submission.

Carefully follow the instructions in the guidelines about uploading your work samples. Make sure the work samples you identified in your **Work Sample Description** are the same as what you upload here.

If you’re submitting in the **Audio** or **Video Work Sample Format**, Be sure you don’t add any text other than the Vimeo, YouTube, or Soundcloud URL. If you do, the links will not work and you’ll receive an error message.

Remember, we will not accept any URLs other than these three options.
If you choose to provide work samples in the **Manuscript or Image Work Sample Format**, please note that the most common problem in this section is that applicants upload files that are too large.

Each file must not be more than 2 MB.

As you are working, be sure to save a draft of your application as you input information - so you don’t lose your work. Additionally, we can review anything you’ve saved, so if you have any questions, we can look at what you have so far, and we can assist you.

After you have carefully reviewed your application to make sure it’s complete – go ahead and click **SUBMIT**!

Contact us if you need assistance. We are here to help.
We will make every effort to ensure equal access for all applicants. If you require accommodations, please contact us.

Thank you for spending time with us. We look forward to receiving your application!