



**2009-2010 Grants
for Individual Artists
in Washington Heights/Inwood**

The Northern Manhattan Arts Alliance (**NoMAA**) is a nonprofit arts service organization with a mission to cultivate, support, and promote the work of artists and arts organizations in northern Manhattan. This regrant program is possible thanks to funding by the JPMorgan Chase Foundation and the Upper Manhattan Empowerment Zone Development Corporation.

Application Guidelines

Application Deadline: Received by 5 pm on Friday, October 16, 2009

Grant Purpose

- NoMAA will provide grants ranging from \$500 to \$2,000 to eligible individual artists to support the creation, development and/or completion phases of **new works** in all areas of literary arts, media arts, performing/interpretive arts, and visual arts.
- Grants may be used toward any justifiable expense associated with the new work (i.e. supplies, materials, equipment, rehearsal space rental, professional fees, marketing, documentation, etc.) except for travel, study, or other similar purposes.
- Projects are to be completed within one year of award date.

First-time applicants must attend one of the following orientation workshops

RSVP required: 212.568.4396 • info@nomaanyc.org

– return applicants can acquire the application on our website: www.nomaanyc.org -

<u>Presented in English:</u>	<u>Presentación en español:</u>
<p>Saturday, September 12, 11am Cornerstone Center 178 Bennett Avenue (at W. 189th Street)</p>	<p>Sábado, 12 de septiembre, 1pm Cornerstone Center 178 Bennett Avenue (con la calle 189)</p>
<p>Thursday, September 17, 7:30pm Isabella Geriatric Center – Larson Library 525 Audubon Avenue (at W. 191st Street)</p>	<p>Jueves, 17 de septiembre, 6pm Isabella Geriatric Center – Larson Library 525 Audubon Avenue (con la calle 191)</p>
<p>Tuesday, September 22, 6pm CUNY in the Heights 108 Cooper Street (at 207th Street)</p>	<p>Martes, 22 de septiembre, 7:30pm CUNY in the Heights 108 Cooper Street (con la calle 207)</p>



**2009-2010 Grants
for Individual Artists
in Washington Heights/Inwood**

Eligibility

- Artists 18 years of age or over.
- Demonstrate at least 2 years of artistic work.
- Reside within the generally recognized boundaries of Washington Heights and Inwood bounded on the south by 155th Street, on the north by the Harlem River, on the east by the Harlem River and the Harlem River Drive, and on the west by the Hudson River.
- Collaboration of artists may apply under one application: collaborators must also reside in Washington Heights/Inwood and submit a letter explaining collaboration and roles.

Application Process

- First-time applicants must attend one of the application assistance workshops – return applicants are strongly encouraged to attend and may download the application from NoMAA’s website. RSVP required: 212.568.4396 • info@nomaanyc.org.
- Further assistance available by appointment only until October 9th.
- Submit an original and two copies of a complete application (by mail or hand delivery) so that it is received on or before Friday, October 16, 2009 by 5pm. THIS IS NOT A POSTMARK DEADLINE.
- Please follow application instructions and page limits.
- Incomplete and/or late applications will not be considered – no exceptions.
- Artist work samples will be held at the NoMAA office for pickup by the applicant by appointment until January 29, 2010. No materials will be returned by mail.

Selection and Notification

- Selection will be made by an independent panel of experts in the arts and ratified by NoMAA’s Board of Directors.
- There is no appeals process.
- Individual artists will be chosen based on artistic excellence, originality, feasibility of the project, project merit, and significance of the project, as expressed in the project narrative.
- Awardees will be notified of panel decisions by mail and will be invited to an awards ceremony.
- Awardees must:
 - Sign a letter of agreement
 - Credit NoMAA, JPMorgan Chase Foundation, and the Upper Manhattan Empowerment Zone on all related material as project funders
 - Alert NoMAA of events related to the funding at least 4 weeks in advance so that a representative may attend
 - Submit an interim report six months after the grant is awarded and a final report no later than 30 days after project completion

For further information contact Diana Caba, Program Associate at 212.568.4396 • info@nomaanyc.org

The application is also available on the NoMAA website: www.nomaanyc.org



**2009-2010 Grants
for Individual Artists
in Washington Heights/Inwood**

Application Instructions

1. Attend an application orientation workshop (required of first-time applicants).
2. Submit an original and two copies of a complete application (by mail or hand delivery) so that it is received on or before Friday, October 16 by 5pm.

Do not staple or bind applications. **All pages must be clearly labeled with your name and the project title.** Please use only standard letter size pages (8½ x 11 in.). Materials that exceed page limits will not be reviewed.

A complete application consists of the following components in this order:

- A. Application Cover Page**
- B. Project Narrative (up to two pages, typed, double-spaced)**
Describe the concept (what you want to do), the execution (how you will do it), and the significance of this project (how will it benefit your career and/or your field, and/or community). Include a project timetable (anticipated start and completion dates).
- C. Project Budget (one page)**
Submit a budget with both income and expense for the entire project - not just for the NoMAA funds. Include a description of what expenses will be covered by the NoMAA grant and what other support you are pursuing for the project.
- D. Artist Resume/Bio**
- E. Reviews and/or Support Letters (two pages combined)**
- F. Letter from collaborating artists explaining collaboration and roles (if applicable).**
- G. Work Samples**
Submit samples as per discipline (see attached list).
- H. Proof of Washington Heights/Inwood Residency**
Drivers License or Non-Drivers ID, utility bill (telephone, electric, cable), or rent receipt/lease agreement.

**Complete application must be received (not postmarked) by mail or hand delivered by
5 pm on Friday, October 16, 2009**

Northern Manhattan Arts Alliance (NoMAA)
c/o The Cornerstone Center
178 Bennett Avenue, 3rd Floor
New York, NY 10040



**2009-2010 Grants
for Individual Artists
in Washington Heights/Inwood**

Application Cover Page 1 – Please print clearly

Artist Name _____

Address _____ City, State, Zip _____

Telephone _____ Fax _____

E-Mail _____ Website (if applicable) _____

Date attended application orientation workshop: _____

Collaborating artist (if applicable) attach additional page if needed:

Artist Name _____

Address _____ City, State, Zip _____

How did you learn about this grant? _____

Project Title: _____

Project Summary: _____

\$ _____
Total Project Budget

\$ _____
Grant Request Amount



**2009-2010 Grants
for Individual Artists
in Washington Heights/Inwood**

Application Cover Page 2

Discipline in which you are applying (Select only **one**):

Literary Arts	Performing / Interpretive Arts
<input type="checkbox"/> Fiction	<input type="checkbox"/> Acting
<input type="checkbox"/> Non-fiction	<input type="checkbox"/> Choreography
<input type="checkbox"/> Playwriting/ Screenwriting	<input type="checkbox"/> Dance
<input type="checkbox"/> Poetry	<input type="checkbox"/> Music: Composition, Instrumental, Vocal
	<input type="checkbox"/> Performance Poetry/Storytelling/Spoken Word
Visual Arts	
<input type="checkbox"/> Artist Book/Drawing/Illustration/Printmaking	Media
<input type="checkbox"/> Crafts	<input type="checkbox"/> Computer/Digital Arts
<input type="checkbox"/> Installation	<input type="checkbox"/> Film/Video
<input type="checkbox"/> Mixed Media	
<input type="checkbox"/> Painting	
<input type="checkbox"/> Performance Art	Interdisciplinary Art – please describe:
<input type="checkbox"/> Photography	
<input type="checkbox"/> Sculpture	Other – please describe:

• **Literary Arts:**

- Fiction – novels and short stories of any genre
- Non-Fiction – memoirs, autobiography
- Playwriting/ Screenwriting – stage plays, screenplays, teleplays, libretti, radio plays, audio dramas
- Poetry – does not include performance poetry

• **Visual Arts:**

- Artist Book/Drawing/Illustration/Printmaking – includes aquatints, collages, engravings, etchings
- Crafts – original work by the artist making use of artistic practices that are traditional or contemporary, functional or decorative. Objects and art utilizing natural materials including but limited to wood, clay, glass, textiles, fiber and metal. Examples include: pottery, metalwork, quilting, glassblowing, weaving, jewelry making, paper making and crochet
- Installation Art – site-specific, three-dimensional works designed to transform the perception of a space
- Mixed Media – artwork in which more than one medium is used
- Performance Art – art where the actions of an individual or group at a particular place and in a particular time constitute the work. Performance art can be any situation that involves four basic elements: time, space, the performer’s body, and a relationship between performer and audience
- Sculpture - applies to tri-dimensional work that stands alone on a base or pedestal and that can be seen from all angles

• **Media Arts:**

- Computer/Digital Arts – any works of art in which the creation, presentation or understanding makes use of digital media such as computers or the Internet, examples: animation, interactive installations, internet/web projects, 3D computer models of sculpture and virtual environments
- Film/Video – includes animation, documentary, experimental, and fictional/narrative works on film or video

I certify the foregoing statements are true and complete to the best of my knowledge:

Applicant Artist Signature

Date



2009-2010 Grants
for **Individual Artists**
in Washington Heights/Inwood

Budget Form

Artist Name: _____

Project Title: _____ Total Project Budget: _____

EXPENSES	PROJECT BUDGET	NOTES
Administrative Personnel		
Artistic Personnel		
Technical Personnel		
Outside Professional Services		
Art/Production Materials		
Supplies		
Marketing/Promotion		
Transportation		
Space Rental		
Permits/Fees/Licenses		
Other Expenses (specify)		
TOTAL EXPENSES		

INCOME	PROJECT BUDGET	NOTES
Tickets/Fees/Sales		
Individuals		
Corporate		
Foundation		
Government		
In-kind Support (specify)		
Amount requested from NoMAA		
Other (specify)		
TOTAL INCOME		

Certification and Release: The undersigned certifies that s/he has knowledge of the information presented herein; and has read the guidelines of the Northern Manhattan Arts Alliance's grant program and complies with said guidelines.

Name (Print): _____

Date: _____

Signature: _____



List of Work Samples by Discipline

Literary Arts:

- Writing sample of published or unpublished work. (**English or Spanish**)
- Maximum **eight (8) single-sided pages, typed, double-spaced** plus a brief **one-paragraph synopsis** for all literary areas except playwriting /screenwriting which may be one page.
- **Three (3) copies** of manuscript. Each copy must be paper clipped.

Visual Arts:

- Maximum of five color or black-and-white digital images on 2 CDs.
- Provide a **checklist** for the digital images with title of work, date completed, medium, dimensions for each work.
For digital images:
 - Images should be 5 inches at 300 DPI (Note that the panel will review images projected on a screen).
 - Image format: JPEG files.
 - Name files so they are displayed in the same order as listed on the checklist.

Media: Computer/Digital Arts/Film/Video

- All media: provide a one-paragraph synopsis. Label each sample with your name, title of work, total running time and production credits. Please submit complete works and cue section to be reviewed.
 - Computer/Digital Arts: submit three to five minutes of Windows Media format (avi), Apple QuickTime, Real Video, and/or Macromedia Flash files on 2 DVDs or 2CDs
 - Film/Video: submit three to five minutes on 2 DVDs or in Windows Media format (avi), Apple QuickTime, Real Video, and/or Macromedia Flash files on 2 CDs.

Performing Arts and Interpretive Arts

- All categories: provide a one-paragraph synopsis. Label each sample with your name, title of work, total running time and production credits. Please submit complete works and cue section to be reviewed.
 - Acting: Up to two works, both on 2 DVDs.
 - Choreography/ Dance Performance: Up to two works, both on 2 CD or DVDs.
 - Music Composition: Up to two compositions on 2 CDs or DVDs; and three printed copies of corresponding scores.
 - Music Performance (Instrumental or Vocal): Up to two songs on 2 CDs or performance on 2 DVDs.
 - Performance Poetry/Storytelling/Spoken Word: include three to five minutes of performance on 2 CDs or DVDs.

Performance Art or Interdisciplinary Art

- CD or DVD; See instructions above for Visual Arts or Performing Arts.

After review process is completed, artist work samples will be held at the NoMAA office for pickup by the applicant by appointment until Friday, January 29, 2010.