



## 2013 NoMAA Creative Re-grant 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. The NoMAA Creative Re-grant for Individual Artists is made possible with the support of the JPMorgan Chase Foundation and the Upper Manhattan Empowerment Zone Development Corporation (UMEZ).

### Application Guidelines

**Application Deadline: Completed applications must be received by 5pm, Monday, November 19, 2012**  
(Submit by mail or hand delivery – This is not a postmark deadline)

#### Re-grant Purpose

- NoMAA provides re-grants ranging from \$500 to \$2,000 to individual artists residing in the neighborhoods of Washington Heights or Inwood to support **new works** in literary, media, performing/interpretive, and visual arts.
- Re-grants may be used toward expenses associated with the new work such as supplies, materials, equipment, rehearsal space rental, professional fees, marketing, documentation, etc. The re-grant is not intended for entertainment costs (including openings and receptions), travel, study, or other similar purposes (such as scholarships, fellowships or research).
- This re-grant cannot be used for projects that are part of an organization's program (such as school programs, etc.), teaching artists or ensemble work.
- Projects must include a local presentation of the new work in the communities of Washington Heights and/or Inwood and the work must be accessible to residents of these communities.
- Projects are to be completed within one year of award date.

#### **Applicants must attend one of the following re-grant orientation workshops**

RSVP required: 212.568.4396 • [nomaagrants@nomaanyc.org](mailto:nomaagrants@nomaanyc.org)  
(Please indicate the date of the workshop you wish to attend)

#### **Orientation Workshops (Presented in English):**

**Tues., October 2, 7pm:** Audubon Partnership for Economic Development, 513 W. 207<sup>th</sup> St. (at Post Ave.)

**Saturday, October 13, 11am:** The Cornerstone Center, 178 Bennett Avenue (at W. 189<sup>th</sup> St.)

**Wednesday, October 17, 7pm:** Hispanic Society, Audubon Terrace, Broadway between 155<sup>th</sup> & 156<sup>th</sup> Sts.

#### **Talleres de Orientación (Presentación en español):**

**Sábado, 13 de octubre, 1pm:** The Cornerstone Center, 178 Bennett Avenue (con la calle 189)



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### Eligibility

- Artists that have attended a re-grant orientation workshop in 2012.
- 18 years of age or over.
- Can demonstrate artistic work for at least two years and are not currently enrolled in a degree program.
- Reside within the generally recognized boundaries of Washington Heights and Inwood (bounded on the south by 155<sup>th</sup> 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 must apply under one application and submit a letter explaining collaboration and roles.
- Artists that have received funding for the last two consecutive years are not eligible to apply until the next re-grant cycle.
- Previous re-grant recipients who have not submitted a final report are ineligible.

### Application Process

- Applicants must attend one of the re-grant orientation workshops.
- Further assistance available by appointment only: November 5-9, 1-5pm.
- Only one application per applicant.
- Please follow application instructions and page limits.
- Complete applications must be received by mail or hand delivery so that it is received on or before Monday, November 19, 2012 by 5pm. THIS IS NOT A POSTMARK DEADLINE.
- Incomplete and/or late applications will not be considered – no exceptions.

### 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, significance of the project and intended outcome, as expressed in the project narrative and accompanying application materials.
- Awardees will be notified of panel decisions by mail and will be invited to an awards ceremony.
- Awardees are required to:
  - Sign a letter of agreement.
  - Credit "NoMAA Creative Re-grant Program, made possible by the JPMorgan Chase Foundation and the Upper Manhattan Empowerment Zone Development Corporation" and properly use logos on all related print and electronic material as project funders – failure to properly credit the NoMAA re-grant will affect future grant consideration.
  - Alert NoMAA of events related to the funding at least 4 weeks in advance so that a representative may attend.
  - Participate in artist talks organized by NoMAA during the re-grant cycle.
  - Submit a final report no later than 30 days after project completion (before end of re-grant year) – failure to submit a report will affect future re-grant consideration.

For further information contact NoMAA at 212.568.4396 • [nomaagrants@nomaanyc.org](mailto:nomaagrants@nomaanyc.org)

This application is available on the NoMAA website: [www.nomaanyc.org](http://www.nomaanyc.org)



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**Application Instructions**

1. Attend an application orientation workshop (required of all applicants).
2. Submit an original and one copy of a complete application. Do not staple or bind applications (use paper clips or folders). **All pages must be clearly labeled with your name and the project title.** Please use only standard letter size pages (8½ x 11 in). Incomplete applications and/or materials that exceed page limits will not be reviewed.

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

**A. Application Cover Page** – with signature.

**B. Project Narrative (up to 2 pages, typed, double-spaced)**

Describe the concept (what you want to do), the execution (how you will do it), the significance of this project (how will it benefit your career and/or your field, and/or community) and the objective (what you intend to do with the new work). Include a project timetable (anticipated start and completion dates) and marketing/outreach plan if applicable. Please state clearly what part of the project will be covered by the NoMAA re-grant. **Projects must include a local presentation of the new work in the communities of Washington Heights and/or Inwood and the work must be accessible to residents of these communities.**

**C. Project Budget (1-2 pages)**

Submit a budget with both expense and income for the entire project - not just for the NoMAA funds. Include a description of what expenses will be covered by the NoMAA re-grant and what other support you are pursuing for the project. The NoMAA re-grant should not cover the total project costs. Another sheet of paper may be used if more space is needed for notes.

**D. Artist Resume (1 page)**

**E. Reviews and/or Support Letters (from 2 sources - 2 pages max.)** – include dates and sources.

**F. Letter from collaborating artists explaining collaboration and roles** (if applicable).

**G. Work Samples**

Submit samples as per discipline (see attached list and instructions). Work samples must include a checklist for visual art or a synopsis page for literary, media and performing arts. Music composition applicants must include accompanying score. **DO NOT SUBMIT ORIGINAL ARTWORK.** Include a self-addressed stamped envelope if you want your work sample returned.

**H. Proof of Washington Heights/Inwood Residency**

Drivers License or Non-Drivers ID, utility bill (telephone, electric, cable), or rent receipt/lease agreement.

**I. Supplemental Materials (optional)** – Please provide samples of previous events promotional materials such as flyers, press clippings, and samples of prior events in Washington Heights or Inwood.

**Completed applications must be received (not postmarked) by mail or hand delivery by  
5 pm on Monday, November 19, 2012**

**NoMAA Creative Re-grant for Individual Artists**

Northern Manhattan Arts Alliance | 178 Bennett Avenue, 3<sup>rd</sup> Floor | New York, NY 10040



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**Application Checklist**

- Application Cover Page with signature
- Project Narrative
- Project Budget
- Artist Resume
- Reviews / Letters of Support (2)
- Collaborating Artist Letter (if applicable)
- Work Samples
- Proof of Washington Heights/Inwood Residency
- Supplemental Materials
- Copy of application materials



**2013 NoMAA Creative Re-grant  
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**Application Cover Page 1**

Artist Name \_\_\_\_\_

Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_ Website \_\_\_\_\_

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 re-grant? \_\_\_\_\_

Project Title: \_\_\_\_\_

Project Summary (Please describe your project in one sentence):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\$ \_\_\_\_\_  
Total Project Budget

\$ \_\_\_\_\_  
Re-grant Request Amount (*Between \$500-\$2,000*)



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Name: \_\_\_\_\_  
Project Title: \_\_\_\_\_

**Application Cover Page 2**

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

<b>Literary Arts</b>	<b>Performing / Interpretive Arts</b>
<input type="checkbox"/> Fiction	<input type="checkbox"/> Choreography
<input type="checkbox"/> Non-fiction	<input type="checkbox"/> Dance
<input type="checkbox"/> Playwriting/ Screenwriting	<input type="checkbox"/> Music: Composition, Instrumental, Vocal
<input type="checkbox"/> Poetry	<input type="checkbox"/> Performance Poetry/Storytelling/Spoken Word
	<input type="checkbox"/> Theater
<b>Visual Arts</b>	
<input type="checkbox"/> Crafts	<b>Media</b>
<input type="checkbox"/> Drawing/Illustration/Printmaking	<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	<b>Interdisciplinary Art – please describe:</b>
<input type="checkbox"/> Photography	
<input type="checkbox"/> Sculpture	<b>Other – please describe:</b>

- **Literary Arts:**
  - Fiction – novels and short stories of any genre
  - Non-Fiction – memoirs, autobiography, creative non-fiction
  - Playwriting/ Screenwriting – stage plays, screenplays, teleplays, libretti, radio plays, audio dramas
  - Poetry – does not include performance poetry
  
- **Visual Arts:**
  - 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
  - Drawing/Illustration/Printmaking – includes aquatints, collages, engravings, etchings
  - 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:

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**Applicant Artist Signature** **Date**



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**Budget Form**

Artist Name: \_\_\_\_\_

Project Title: \_\_\_\_\_

Total Project Budget: \_\_\_\_\_ Total Request from NoMAA: \_\_\_\_\_

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

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

**Certification and Release:** The undersigned certifies that s/he has knowledge of the information presented herein; and has read the guidelines of the NoMAA Creative Re-grant for Individual Artists program and complies with said guidelines.

Name (Print): \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



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**List of Work Samples by Discipline**

**Literary Arts:**

- All categories: Submit one sample of recent published or unpublished writing in English or Spanish (past 2 years).
- Select up to 10 pages, typed, 12pt font, double-spaced with 1" margins on double-sided pages. Include a 1 page synopsis of the writing sample. Sample must be paper clipped. Label each page with name and project title.

**Visual Arts:**

- Five digital images of recent work (max. past 2 years) on CD.
- Provide a checklist for the digital images with title of work, date completed, medium, dimensions for each work in the order that they appear on the CD.
- Images should be 5 inches at 300 DPI JPEG files (Images are projected on a screen during review panel).
- Name files so they are displayed in the same order as listed on the checklist. Each filename should read as "YourName#" (EXAMPLE: YourName1.jpg, YourName2.jpg, etc.)

**Media: Computer/Digital Arts/Film/Video**

- All media: provide a 1 page synopsis of the work sample you are submitting. Label 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 / Film / Video:* submit 3-5 minutes of recent work (max. past 2 years) on DVD or Windows Media format (avi), Apple QuickTime, Real Video, and/or Macromedia Flash files on CD or provide direct links to work hosted on an external website (YouTube, Vimeo, SoundCloud, etc.).

**Performing Arts and Interpretive Arts**

- All categories: provide a 1 page synopsis of the work sample you are submitting. Label sample with your name, title of work, total running time and production credits. Please submit complete works and cue section to be reviewed.
  - *Choreography / Dance Performance / Performance Poetry / Storytelling / Spoken Word / Theater:* submit 3-5 minutes of recent work (max. past 2 years) on DVD or Windows Media format (avi), Apple QuickTime, Real Video, and/or Macromedia Flash files on CD or provide direct links to work hosted on an external website (YouTube, Vimeo, SoundCloud, etc.).
  - *Music Composition:* up to 2 compositions of recent work (max. past 2 years) on CD or DVD or provide direct links to work hosted on an external website (YouTube, Vimeo, SoundCloud, etc.); and a printed copy of corresponding scores.
  - *Music Performance* (Instrumental or Vocal): up to 2 recordings of recent work (max. past 2 years) on CD or performance on DVD or Windows Media format (avi), Apple QuickTime, Real Video, and/or Macromedia Flash files on CD or provide direct links to work hosted on an external website (YouTube, Vimeo, SoundCloud, etc.).

**Performance Art or Interdisciplinary Art**

- See instructions above for Visual Arts or Media/Performing Arts.

**Do not submit original artwork. Do not submit CDs/DVDs with tape or stickers on them.**

**After review process is completed, work samples from applications that do not receive funding are returned via self-addressed stamped envelope provided by applicant with application.**

**NoMAA reserves the right to keep work samples for applications that are funded.**