

JEROME FOUNDATION
2018 ARTIST FELLOWSHIP GUIDELINES
FELLOWSHIP SUPPORT FOR INDIVIDUAL ARTISTS
OR MEMBERS OF COLLECTIVES OR ENSEMBLES

The Jerome Foundation is pleased to announce the first round of a new Fellowship program that offers flexible, two-year grants to support the creative development of early career/emerging generative artists in the state of Minnesota and the five boroughs of New York City. Artists may apply individually or together with other members of ongoing collectives or ensembles.

Please read the full guidelines for the program and review the eligibility requirements for the program prior to application. If you have questions, please contact Jerome program staff to discuss.

The Jerome Foundation supports artists who are:

- imaginative, rigorous, and well-executed;
- technically proficient and exhibit a high level of craft;
- compelling and has a distinctive vision and authentic voice;
- connects with intended audiences/participants;
- engaging aesthetically and experientially;
- bold and risk-taking;
- engaging in exploration and challenges to conventional artistic forms;
- expanding artistic practice within the field and arts community.

The Jerome Foundation makes a distinction between generative artists (those artists responsible for artistic control in generating entirely new work, including writers, choreographers, film directors, visual artists, composers, playwrights, etc.) and interpretive artists (those who interpret or execute the work created by others, including actors, editors, dramaturgs, singers, dancers, musicians, designers, etc.). The Foundation recognizes that some artists do both generative and interpretive work. Nevertheless, the Fellowship program supports only those artists with a significant history of generative work.

Current Jerome grantees (Film, Video and Digital Production Grant, Travel and Study Grant, General Program Grant) that have not completed their grant cycle or submitted their final reports and past grantees that have not submitted final reports are not eligible to apply.

PROGRAM TIMELINE

Applications open	December 22, 2017
Deadline for applications	May 8, 2018 at 4 pm Central/5 pm Eastern Time
Notification of grant awards	No later than April 15, 2019
Earliest date grantees can receive funds	May 8, 2019

Fellowships will be awarded in alternating years. After this current cycle, the Fellowship program will not be open again for applications until 2020.

PROGRAM OVERVIEW

All eligible applicants must have a history of making and presenting new work to the public beyond student work (if the applicant has pursued formal training). While an applicant's past projects are reviewed as part of the selection process, the program's primary focus is supporting an artist's future potential through the creation of new work or activities that support professional development and/or career advancement.

The Foundation will make 10 grants in each of six categories:

- **Dance**
- **Literature** (fiction, creative non-fiction and poetry)
- **Media**—including film, video and digital production (documentary, narrative, animation, or experimental) and new media (artistic work that is computational and distributed digitally, in the form of websites, mobile apps, virtual worlds, computer games, human-computer interface or interactive computer installations). Installation artists should apply in Visual Arts
- **Music**
- **Theater, Performance and Spoken Word**
- **Visual Arts**

Multidisciplinary/Interdisciplinary Artists:

Artists whose work spans or integrates multiple disciplines will be asked to apply in one of the above disciplines and identify in the application the additional disciplines integrated into the work. You may only submit one application.

Each fellow will receive \$20,000 per year for two consecutive years, making the total cash award \$40,000 over the two-year period. Individual artists may petition the Foundation to reduce the award amount but must present specific, compelling reasons to do so. Artists applying as part of a collective or ensemble will share one \$20,000 per year award.

The use of Fellowship funds will be largely unrestricted, although a few baseline restrictions apply:

- Funds must be used to further artistic development, skills and/or career opportunities.
- Funds may be used to for a variety of activities, including but not limited to the creation and/or presentation of new work, travel for purposes of artistic research or presentation, the purchase of equipment necessary to create new work, rental of workspace, the development of new artistic skills, professional technical assistance, participation in residency programs, or engaging other artists for collaboration.
- Funds may be used only for activities and costs directly related to the artist's creative development and career. Funds may not be used to make charitable contributions to other artists or causes. While grant funds may be used for travel for purposes of artistic research, funds may not be used to support family or personal vacations unrelated to such research.
- Funds may be used only for costs incurred after the grant itself is awarded. Funds may not be used to repay loans or pay for production costs previously incurred.
- Funds are direct grants to individuals and will not be granted to a fiscal sponsor or nonprofit organization or company.
- Fellows must maintain legal residency in one of the five boroughs of New York City or in the state of Minnesota for the duration of the two-year Fellowship period. If legal residence changes during the grant period and falls outside of the five boroughs of New York or Minnesota, the Fellow will not be eligible during the second year of funding.
- Fellows may not use funds for purposes or projects for which they are simultaneously supported by other Jerome-funded programs through arts organizations.

- Funds may not be used for tuition at degree-granting institutions to complete an academic degree.
- While the Foundation intends to be open and flexible in the uses of funds, grantees are required to file a plan outlining the intended uses and to secure Foundation approval for those plans before the funds are released.

In addition to the cash award, each Fellow will receive \$10,000 of production funds to award to a nonprofit(s) that contracts (or is already contracted) with the Fellow during the two-year period. Applicants who apply as part of a collective or ensemble will receive one such \$10,000 award in total: the grant will not be increased based on the number of applicants within the ensemble or collective. The grants are designed to support a future opportunity with the organization. Artists who are organizationally affiliated with ensembles or collectives or a production company may not direct any portion of these additional funds to support their own organizations.

Each Fellow will direct the Foundation to award \$10,000 of production funds to a single organization or up to four organizations at lesser amounts with a minimum of \$2,500 per organization. Such funds are intended to strengthen relationships between the Fellow and the nonprofit organization, enhancing or expanding the range of activities that might be undertaken. If no such opportunity exists, Fellows may direct the funds to up to two nonprofits that have been instrumental in their creative development as a way to support ongoing programs for early career/emerging artists.

All organizational recipients of these directed funds must meet all eligibility criteria for organizational grantees, including but not limited to being a 501(c)3 organization. While the Foundation expects these funds to be directed to organizations in Minnesota or New York City, the Foundation may in exceptional circumstances approve 50% of directed funds to organizations beyond these locations at the request of the grantee.

Requirements for artists applying as members of collectives or ensembles

Individuals early career/emerging artists may choose to apply individually or as members of an ensemble or collective. An artist may not be part of more than one application, and any artist applying in more than one application in a given round will be declared ineligible for consideration.

Ensembles and collectives must identify specific individuals who will share a single Fellowship award equally. The artists applying must meet **all** eligibility requirements for individuals, including residency, generative artist role and non-student status. Artists applying together must have a demonstrated history of creating work collectively or as part of an ensemble, and all work samples must reflect collaboratively-produced work made by all members named in the application.

Substitution of artists within the ensemble or collective will not be allowed once the application has been submitted. Ensembles and collectives will see Fellowship funds and/or requested amount (depending on timing) reduced proportionately if any members leave the ensemble or collective between the time the application is submitted and the end of the Fellowship period.

ARTIST ELIGIBILITY REQUIREMENTS

This program supports early career/emerging artists. Age is not a factor in determining eligibility.

This program supports **artists** who meet **all** the following descriptors:

- ✓ Artists **who see the arts as an ongoing vocation**, rather than as a hobby, pastime or occasional pursuit; and who have already completed their training, if they have decided to pursue formal training at all;
- ✓ Artists **who at the time of application have generated, completed and publicly presented/exhibited/published work** in the discipline in which support is requested and meet work sample requirements **outlined in the application guide**.

- ✓ Artists who are writers, choreographers, visual artists, film/video/digital production directors, new media artists, theater directors who generate new works, performance artists, playwrights, spoken-word artists, composers and sound artists), or members of collectives or ensembles **whose primary goal is to generate new works**, as opposed to remounting or re-interpreting existing works;
- ✓ Artists who engage in exploring and challenging conventional artistic forms;
- ✓ Artists who are in the **early stages** of their careers;
- ✓ Artists **who have a focused direction and goals**, even while still developing their artistic “voice”;
- ✓ Artists **who have yet to be substantially celebrated** within their field, the media, funding circles or the public at large;
- ✓ Artists **who are legal residents of the state of Minnesota or one of the five boroughs of New York City** and have been residents for a least a year prior to the submission of an application.
- ✓ Artists **who can provide the minimum requirements for the work samples**, completed outside of the time you were enrolled as a student (if applicable). Work sample requirements are **outlined in the Application Guide**.

This program does not support:

- ✗ Students who are at the time of the application, and/or will during the grant period (May 1, 2019–April 30, 2021) be enrolled in degree-granting programs (including K-12, college, graduate or post graduate studies);
- ✗ Artists who engage in the arts as a hobby or avocational pastime;
- ✗ Artists who do not have a significant history of generating new work in accordance with guidelines;
- ✗ Artists whose primary practice and ambition are centered in interpreting, remounting or producing pre-existing work;
- ✗ Managers, administrators, builders or technicians who do not also have a significant history of generating new work in accordance with guidelines and/or those same individuals whose primary ambitions are not centered in artistic creation of new work;
- ✗ Artists who do not engage in exploring and challenging conventional artistic forms;
- ✗ Artists whose residence is not currently in either the state of Minnesota or New York City, and whose residence for the year leading up to the application has been other than those same locations;
- ✗ Given the emphasis on funding artists at a relatively early and still formative stage in hopes of providing them “footing” within their respective fields, the Jerome Foundation additionally does **not** support artists who have already been substantially celebrated within their field, the media, funding circles or the public at large in any discipline, including but not limited to the discipline for which support is requested. This program determines early career/emerging status based on the totality of an artistic career, not on the achievement within a single discipline. A well-established composer, for example, who decides to begin creating sculpture, is not considered an early career/emerging artist and therefore is ineligible to apply to Jerome for support; such an artist would not be considered an early career/emerging visual artist for the purposes of Jerome Foundation eligibility;
- ✗ Current Jerome grantees (Film, Video and Digital Production Grant, Travel and Study Grant, General Program Grant) and artists supported through Jerome-funded programs through arts organizations are eligible to apply. However, they may not apply for purposes or projects for which they are simultaneously receiving support either directly from the Jerome Foundation or through a Jerome-funded program. All

applicants should have the flexibility of time and attention to take full advantage of the Fellowship opportunity. Artists who are supported by other Jerome programs that demand intensive or full time involvement are therefore discouraged from applying in this round; such artists are urged to wait until that program has been completed and to apply for a Fellowship in a future round.

- ✘ Current Jerome grantees (Film, Video and Digital Production Grant, Travel and Study Grant, General Program Grant) must be current with all program requirements, including but not limited to submission of interim or final reports prior to the receipt of the Artist Fellowship, should it be awarded, in May 2019.

ADDITIONAL PROGRAM REQUIREMENTS

1. Fellowships are for a two-year period. Before the second year of funding is released, Fellows will be required to affirm that they are still residents of Minnesota or one of the five boroughs of New York City, and that they are still practicing artists. Fellows whose residence has changed and is now outside of New York City or Minnesota and/or who no longer are practicing artists will not receive the second year of funding.
2. Fellows must file a progress report before the second year of funding is released, accounting for the use of funds during the first year. A final report will also be required at the end of the Fellowship period.
3. Fellows who are delinquent in their reporting requirements will not be allowed to receive additional support from any Jerome program until those requirements have been met.
4. All fellowships are designated for a specific recipient and awarded to support activities during this two-year period. Fellowships may not be transferred to other recipients, nor will they be deemed part of an artist's estate or property in the event of a grantee's death, incapacitation or relocation.

HOW TO APPLY

Application Process

Applicants may submit only one application per round, either as an individual or as part of a collective or ensemble. Any artist who is listed as an applicant in more than one application will be declared ineligible and eliminated from consideration in all such applications.

Application materials include:

- Artistic experience (template provided)
- Work samples (discipline-specific instructions provided). Please note that work samples must be completed outside of the time you were enrolled as a student (if applicable).
- Questions about art and artmaking: your artistic goals and focus, how you share your work, and the inspiration for your Fellowship application at this particular time in your artistic career

Please note that applicants will not submit budgets as part of the application process. Those applicants chosen to be grantees will be asked to provide a general budget plan for the use of funds before those funds can be released. Applicants therefore are urged to think about general priorities and how funds might be used well in advance of the grant notification deadline.

While work samples will remain the property of the applicant, all other application materials will be considered property of the Jerome Foundation and will become part of its permanent, publicly accessible archive. Applications are restricted from general public access for 50 years from the time of submission, although the applicant and the Foundation may jointly agree to grant an individual researcher earlier access to materials on a case-by-case basis.

Incomplete or late applications will not be considered and will be rejected. Once applications are submitted, they may not be edited or altered.

Accessing the Online Application

On or after December 22, 2017, go to <https://jeromefdn.submittable.com> to find the link to your discipline-specific application. The Jerome Foundation uses the Submittable platform (www.submittable.com) for its applications. Once you login or create a new user account with Submittable, you will be able to save and return to your application later. You may only apply using the online system.

Submittable meets the Level AA standard according to the Web Content Accessibility Guidelines (WCAG) 2.0. You can learn more about the accessibility of the application form at www.submittable.com/accessibility.

PROCESS AND REVIEW CRITERIA

Applications will be reviewed by panels of experts, with each discipline evaluated by a separate panel. Panelists are charged with recommending a slate of grantees and alternates to the Jerome Foundation Board of Directors, who retain sole authority to award or decline grants.

Panelists consider all elements of the application. They do not consider materials beyond those submitted by the applicant, although they may bring their personal experience to bear if they have attended public presentations of work by the artist.

Panelists consider three and only three criteria:

1. Artistic Merit

Artistic merit is the most important of the three criteria. Applicants whose work is not competitive, as evidenced by the work samples and artistic experience information, will not be considered in the final round and will not be assessed on the remaining two criteria.

Artistic merit is demonstrated through work that is:

- imaginative, rigorous, and well-executed;
- technically proficient and exhibits a high level of craft;
- compelling and has a distinctive vision and authentic voice;
- connects with intended audiences/participants;
- engaging aesthetically and experientially;
- bold and risk-taking;
- engaging in exploration and challenges to conventional artistic forms;
- expanding artistic practice within the field and arts community.

2. Commitment and Responsibility

Fellows will provide evidence of:

- Having created multiple works that have been presented to the public (beyond any student work, if applicable);
- Consistent motivation and diligence in pursuit of work over a multi-year period.

3. Impact

Applicants will be assessed on:

- The potential for the Fellowship to contribute to the artist(s)' work, creative skills and/or career development;
- The reasons that the Fellowship occurs at an optimal time in the artist's development or career;
- The potential of the artist's work to expand the artistic field in which they are working and/or inspire the communities who are served by/engaged in the work.

In reaching the final roster of Fellows and alternates, panels are charged to think, not only of the ability of every finalist to meet each criterion strongly, but of recommending a cohort of Fellows that collectively capture the diversity (including aesthetic, cultural, racial, gender, geographic, relative scale and genre, among other factors) of the larger arts field.

HELP AND MORE INFORMATION

Information Sessions

Webinars are hosted by Foundation staff to assist applicants. Attendance at webinars is encouraged for those who want detailed program information or want to ask specific questions. Video recordings of the webinars will be available on the Foundation's website for those who cannot attend live. To find out about webinar dates and registration information, please check the Announcement section on www.jeromefdn.org or sign up for e-newsletter announcements at www.eepurl.com/cwpgv.

Foundation Contact Information

Please contact Foundation staff to ask questions and to discuss potential applications. Contact Program Director Eleanor Savage (esavage@jeromefdn.org) with program-specific questions.

Contact Grants Administrator Andrea Brown (abrown@jeromefdn.org) with any technical questions or issues or general questions about the guidelines. The Foundation's main telephone line is 651-224-9431; office hours are 9 am–4:30 pm Central Time, Mondays through Fridays (excepting holidays).

ABOUT THE JEROME FOUNDATION

The Jerome Foundation promotes a dynamic culture through support for early career/emerging vocational artists to create new work and for nonprofit arts organizations that offer programs, services and activities for such artists based in the state of Minnesota or the five boroughs of New York City.

The Foundation's core values, which we strive to model in our practice as grantmakers and to support in our grantees, are:

Diversity: We consciously embrace diversity in the broadest sense. We support a diverse range of artists and organizations, including but not limited to those of diverse cultures, races, sexual identities, genders, generations, aesthetics, points of view, physical abilities, and missions. We support a diverse range of artistic disciplines and forms, created in a variety of contexts and for different audiences.

Innovation/Risk: We support artists and organizations that push the boundaries of their respective disciplines, and applaud unconventional approaches to solving problems.

Humility: We work for artists (rather than the reverse) and believe that artists and organizations are the best authorities to define their needs and challenges—an essential humility reflective of Jerome Hill, our founder. The artists we support embrace their roles as part of a larger community of artists and citizens, and consciously work with a sense of purpose, whether aesthetic, social or both.

FREQUENTLY ASKED QUESTIONS

These guidelines represent several significant changes to former Jerome procedures. Why did you make these changes?

The Foundation surveyed more than 600 organizations and 1240 artists in 2016-17 to gauge the most urgent needs and priorities of the arts field. Four specific themes emerged: the need for multi-year funding, the value of deadlines in planning, the need for flexible support and the need to address long-term capacity development. The new guidelines try to address each of these themes.

I live in New Jersey, White Plains, Yonkers, Wisconsin, Ohio, Mississippi, Florida, etc. Am I eligible to apply to the Jerome Foundation?

No. All applicants must have been a resident of Minnesota or one of the five boroughs of New York City for at least one year at the time of the application; must still be a resident in one of those areas at the time the grants are awarded (although it is permissible to relocate from Minnesota to New York or vice versa); and continue to maintain residency in those areas for the entirety of the grant period.

If I am not a US citizen or permanent legal resident, am I eligible?

Anyone who has a SSN (social security number) or an ITIN (Individual Taxpayer Identification Number) is eligible to apply—this includes DACA recipients and most types of VISA recipients.

I don't have internet access. Do you have any other options besides an online application?

Contact the Foundation staff at least one month prior to the application deadline to discuss your circumstances.

May a group of artists apply for support?

Early career/emerging members of artistic collectives or ensembles who have a history of generating and creating new work together can apply for a shared fellowship. Collective or ensemble members are however held to the same requirements as individual artists in terms of having a history of creating and presenting work, residency requirements, early career/emerging and non-student status. All individuals identified in the application must meet all criteria and have been participants in all work samples submitted. If awarded, the funds will be shared equally by all applicants and will be paid to individuals not a company.

If I am part of a collective or ensemble, should I apply as an individual or as part of that collective?

We urge all artists and ensembles to consider this issue strongly but expect that there will not be a uniform, single answer to this question. Among the issues that should be considered are the requirement that all granted funds be used for the development and advancement of the grantee(s): an artist who applies as an individual may not use grant funds to pay for travel for other members of the ensemble, for example, unless the artist is also traveling and contracting with those members for their time. Ensembles and collectives should also weigh heavily the potentially divisive consequences of some members having support while others do not.

If I am a Multidisciplinary/Interdisciplinary/Cross disciplinary artist, may I submit applications in different artistic disciplines or be reviewed by multiple panels?

No. Artists whose work spans or integrates multiple disciplines are asked to apply in one of the six disciplines most closely aligned with their work and identify the additional disciplines integrated into the work. All panels will be prepared to review multidisciplinary work. An artist may not be part of more than one application, and any artist applying in more than one application will be declared ineligible for consideration.

If I am fresh out of my MFA program, am I eligible?

If you will have completed and received your MFA degree by the application deadline of May 8, 2018 and you have at least two completed, publicly presented non-student work samples, you are eligible. For example, if you have experience creating your own artistic work for a number of years prior to going back to school to get your MFA and have publicly presented non-student work to use as work samples, you meet the eligibility. However, if you are just completing your degree in 2018 and you only have work samples of projects you created in school, you are not eligible.

If I currently have direct funding from Jerome Foundation through the Film, Video and Digital Production program (or the Travel and Study program or the General Program), may I apply for the Artist Fellowship program?

Current grantees must have completed and filed their final report in order to be eligible to apply.

If I am receiving a Jerome-funded grant program opportunity through an arts organization (for example JFund through American Composers' Forum or a commission from The Chocolate Factory or a Jerome Fellowship through The Lark), may I apply for the Artist Fellowship?

Artists may not apply for purposes or projects for which they are simultaneously supported by other Jerome-funded programs through arts organizations.

How competitive are these grants?

Because this is the first year of this program, it is impossible for us to know how many applications we will receive and how competitive the program will be.

Do I need to provide a detailed plan for the application? How about if I receive the Fellowship?

You do not need to provide a detailed plan for the application. You will be asked to identify areas of inquiry that you wish to explore during your grant period, but not a detailed plan. Grantees will be asked for a plan within 90 days of the grant announcement and before their funds are released, so applicants are urged to give this significant thought.

Jerome Foundation used to identify support for emerging artists and now the language is "early career/emerging artists. What does this mean?

The Foundation recognizes that the term "emerging" means different things to different people. In preparation for this program, we received over 1400 artist surveys with wildly different definitions of "emerging." Some people said that, in this country, all artists are always emerging, and some people gave specific criteria for identifying the markers between emerging artists versus mid-career or established artists.

The Foundation's goal is to serve a spectrum of artists typically in their 3rd to 15th year of creative practice, post-student status (if applicable). This spectrum is framed by artists with some track record of creating and presenting full work (not beginning artists), and artists who are NOT at a point in their careers where they receive consistent development and production opportunities and significant recognition, awards, and acclaim (not mid-career or established artists).

The Foundation intentionally has not defined a specific timeframe for eligibility because we recognize that some artists may experience enormous success and move past early career/emerging status well before their 5th year or 10th year or 15th year. We know that the numbers of opportunities afforded to artists may differ significantly based on discipline, race/ethnicity, class, gender, physical ability and geography among other factors. Consequently, some artists may be past their 15th year and still be on the spectrum of early career/emerging status. Our use of early career/emerging is an attempt to be clearer about the kinds of artists we are supporting. We realize the lack of a rigid definition leaves room for interpretation, but we have embraced this flexibility out of our value around diversity and in recognition of the many variables that impact

artists' careers.

I see that the Foundation is accepting video statements instead of written statements in some parts of the application. Which is better for me to provide?

When we surveyed artists about how to improve the process of applying, many artists encouraged us to allow applicants to submit video statements instead of written samples, feeling that writing advantages some artists or disciplines. We are therefore offering this option in this round. In both cases, the core questions to be answered remain the same. We urge you to use the format where you feel you can make the strongest and most authentic case for your application and will insure that the panels do not find one format worthier than another. Whether responding in writing or by video, please make sure you address all the questions for each topic.

May I send letters of support or testimonials as part of my application?

No. Panels are asked to make their judgments based on the work samples and statements as provided by the artists. We have come to the conclusion that the benefit these letters offer the panel is outweighed by the burden they place on applicants to request them, references to write them, and staff/applicants to make sure they have been submitted.

May the Fellowship funds be used for an academic degree?

Fellowship funds may not be used for tuition at degree-granting institutions to complete an academic degree. Furthermore, you may not be a student at the time of your application or during any point of the Fellowship term (May 1, 2019–April 30, 2021).

If I do receive a grant, how quickly can I get the money?

Each grantee will be required to sign a grant agreement with the Foundation and submit a plan outlining intended use of grant funds before money can be released. We anticipate first funds will be distributed no earlier than two months after the grant has been officially awarded. Payments are made through direct deposit. Typically, the time necessary to process the contract and establish a direct deposit account takes a minimum of three weeks. The Jerome Foundation's payment dates are the second Wednesdays of the month. For the sake of planning, applicants should not expect to receive funds before May 8, 2019.

If I receive a grant, may I have the funds go through my nonprofit organization or company rather than directly to me as an individual?

No. This is an individual artist grant program and the funds may only go directly to an individual(s).

Is this grant taxable income?

Yes. Individual artist grants are considered taxable income by the Internal Revenue Service and grantees will receive 1099 forms in any year(s) in which grant funds are received. In addition, grantee names and city of residence are required to be listed in the Jerome Foundation's annual tax return, which is a public document and is posted on the Foundation's website. If grantees prefer, a P.O. Box may be provided instead of a home address for the purposes of reporting.

Are these grants renewable?

The Foundation has not yet determined whether these grants will be renewable and (if so) whether second grants will be offered at the same dollar level as first grants. As a result, applicants are strongly encouraged to consider whether the fellowship opportunity is optimally timed and feel certain they can take full advantage of this support over the two-year fellowship period before applying.