INDIVIDUAL ARTIST FELLOWSHIPS
2025 Application Rules & Instructions

Choreography
Crafts
Music Composition
Photography
Poetry
Playwriting/Screenwriting
Sculpture

Deadline:
Tuesday, July 16th, 2024, 5:00 PM ET

This document is also available in Spanish.

Administered by Mid Atlantic Arts

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ACCESSIBILITY

If you are in need of accommodation in filing the application, contact Mid Atlantic Arts at: 410-539-6656 x 101 or fellowships@midatlanticarts.org. This publication is available in .PDF format and as an accessible Word file at www.midatlanticarts.org.

LAS BASES DE LA CONVOCATORIA FELLOWSHIPS NUEVA JERSEY

Las bases del programa están disponibles en español: www.midatlanticarts.org. Tenga en cuenta: las solicitudes deben enviarse en inglés.

ABOUT THIS PROGRAM

New Jersey State Council on the Arts

The New Jersey State Council on the Arts (the State Arts Council) is a division of the New Jersey Department of State, created in 1966 by Public Law Chapter 214 and consists of 17 members, all appointed by the Governor for terms of three years, and three ex-officio members. Since its creation, the State Arts Council's volunteer members and professional staff have worked to improve the quality of life in New Jersey through strategic support for the arts.

With annual appropriations from the State Legislature as well as annual federal grants from the National Endowment for the Arts, the State Arts Council designs and carries out a dynamic program of financial and technical support services for New Jersey artists and nonprofit organizations. For more information about the New Jersey State Council on the Arts, visit: www.artscouncil.nj.gov

Individual Artist Fellowships

Individual Artist Fellowships (Fellowships) are awarded to practicing New Jersey artists to enable them to pursue their artistic goals. Fellows are selected through a competitive evaluation process by independent panels of peer reviewers. Panelists review the applications anonymously and score the work based solely on the artistic quality of the work submitted as part of the application. Fellowships are not need or project-based.

Uses for Award Funding

Artists may use Fellowship awards to pursue work in their artistic discipline, including purchasing supplies, creative study professional development, renting studio space, or otherwise freeing their time. Fellowship funds may not be used for travel outside of the country, study as a matriculated student in either a graduate or undergraduate program, or to purchase permanent equipment (equipment with a resale value exceeding $350 or having a life span over three years).

Administration

Mid Atlantic Arts administers the application submission, review, and post-award process on behalf of the State Arts Council through an ongoing partnership. This includes applicant notification, administration of the individual grants, and final reporting. Mid Atlantic Arts and State Arts Council staff facilitate the review process, but do not influence the panels' evaluations of artistic quality.

Grant Amounts

Fellowship awards have ranged in the past from $4,000 - $32,000. The amount of the award is determined annually by the State Arts Council based on funding provided through the New Jersey Hotel/Motel tax. Fellowships are awarded to applicants who demonstrate the highest levels of artistic quality, with no cap or quota per artistic discipline. Finalist awards are provided to artists whose work is determined by peer review to be of high quality but score just below the standard for a Fellowship award. Finalist artists will receive a financial award and remain eligible to apply in the next funding cycle for their discipline. In 2024, from a total of 692 eligible applications, 160 Fellowships and Finalist awards were granted in six categories. Grant awards totaled $1,721,625 Awards are issued pending the availability of funds.

Grant Period

Fellowship grants available through this application are for the period January 1 through December 31, 2025.

Review Process

Fellowship applications are reviewed by panels of peer evaluators identified by Mid Atlantic Arts, which are composed of working artists and arts professionals. Panelist candidates are identified primarily through research conducted by Mid Atlantic Arts based on their professional achievements, experience, and recognition within their respective fields of expertise. Panels are assembled with consideration for a balance of race, ethnicity, age, gender, disability, and geographic representation, as well as a wide range of artistic interests and aesthetic viewpoints. New panelists are selected each year. The State Arts Council reviews and approves final panel configurations.

The application review process is anonymous. Applicants' names and biographical details are not revealed to panelists, nor is this information taken into consideration by the State Arts Council's Grants Committee when rendering their funding decisions. An optional component to the application is the opportunity to write a Cultural Context Statement providing supplemental context regarding the submitted work samples, which may include your cultural identity if it is relevant to the understanding of your work. Please see more details about the optional Cultural Context Statement on pg. 11.

Notification

All applicants will be notified in writing of the State Arts Council's decision by March 1, 2025. The decisions of the State Arts Council are final and may not be appealed.

Residency Verification & Fellowship Payments

Applicants who are selected to receive a Fellowship or Finalist award will be required to complete a contract with Mid Atlantic Arts and verify residency. Applicants must be a permanent resident of New Jersey at both the time of application and award. If an applicant is a dual resident who does not primarily reside in New Jersey, they are not eligible to apply. If the applicant moves out of state after the application has been submitted but prior to being awarded a grant, they are no longer considered eligible. Awardees will be asked to supply two forms of verification with their name and current home address clearly visible. **At least one of them must include a timestamp from no earlier than January 1,**

2025 (for example: a bank statement with the statement date visible). Acceptable forms of residency verification include:

- Driver's license or ID card
- Bank account statement
- Credit card statement
- Voter registration
- Paystub/wage statement
- Utility bill (gas/electric, water/sewer, internet provider, landline/cell phone, trash collection)
- Lease agreement
- Mortgage statement
- Tax records/bill
- Insurance statement/bill (auto, health, renters, homeowners)
- Vehicle registration
- Letter issued by NJ public authority (courthouse, municipality, elected official)

Once contract documents have been signed and a permanent New Jersey address has been verified, Mid Atlantic Arts will release 100% of the award funds to the Fellowship recipient. All awardees are required to submit a final report in order to be considered eligible for any future Fellowships. Please see more on final reports below.

Final Reports

Final report forms are made available when the grant contract is issued. Final reports are due no later than January 30, 2026. Final reports collect a description of work completed during the Fellowship period along with a brief summary of how the funds were spent. To be eligible for future Fellowships, all awardees must submit a final report.

APPLICANT & WORK SAMPLE ELIGIBILITY

Who May Apply

- Artists must be permanent residents of the State of New Jersey. The applicant must be a current, permanent New Jersey resident at the time of application (the date the application is submitted) and at the time of award (March 2025). See **Residency Verification & Fellowship Payments** above for more details.
- Age 18 or older.
- The applicant must be the artist whose original work is represented in the work samples.

Who May Not Apply

- Artists who received a Fellowship in any category in 2024, 2023, 2022, 2021, or 2020 are not eligible to apply for the current year. NOTE: This restriction does not apply to artists who received a Finalist Award.
- Applicants may not be matriculated students in any graduate, undergraduate, or high school program at the time of application and award. Fellowships may not provide funding for scholarships or academic study in pursuit of a degree.

- Collaborating New Jersey artists are not eligible to submit a joint application for collaborative work. The applicant artist must have sole creative control over all work submitted to the Fellowships program under their name.

Additional Rules

- Eligible applicants may submit one application in a single category per year.
- All work samples must have been produced within the eligible timeframe outlined by discipline in the proceeding "Application Requirements by Category" section of these rules & instructions.
- Work completed while the applicant was a matriculated student in a graduate, undergraduate, or high school program is not eligible.
- Only completed work may be submitted. Works in progress and project proposals are not eligible. For the purposes of this program, "complete" is considered to be the point at which the work is ready for public presentation, unless otherwise noted.
- Works purely generated through AI are not eligible for submission, as the artist must have *sole creative control over the conceptualization and implementation* of the submitted work(s). Projects that utilize AI as part of a generative process, but where the artist retains creative control of the finished work are eligible. See "Application Requirements by Category" for disclosure instructions.

FELLOWSHIP CATEGORIES

Category Schedule

The State Arts Council has a two-year rotation schedule of thirteen artistic categories for the Fellowships program. Each category is reviewed by a different group of three panelists, except where noted in the list of categories below. Applications are divided into categories to make the evaluation process more manageable and to allow staff to identify panelists with specialized expertise in the category they are reviewing.

Please note that future Fellowship categories are subject to change. Applicants should always refer to the most updated version of the program rules and instructions prior to submitting an application to confirm eligibility. The State Arts Council reserves the right to postpone the review of any Fellowship discipline in which fewer than 25 applications are received. In instances when that option is exercised, applicants will be notified.

Selecting Your Category

Applicants may submit one application in a single category per year. Categories are not intended to impose artistic limitations on applicants' work. Instead, applicants are encouraged to select their category based on the type of panel they wish to review their application. In certain situations, administrative staff may feel that an applicant's work would be better received by panelists evaluating a different category. While staff reserves the final right to determine whether or not the work submitted is eligible in any given category, applicants will be notified before any adjustments are made to the application category.

Note for artists who identify as Folk and/or Traditional Artists: Any artist with full-time residency in New Jersey, including those whose work is considered a "Folk" and/or "Culturally Specific" art form, is

eligible to apply for Fellowships in the category for which their work is appropriate, provided they meet the overall eligibility criteria.

FY 2025 Artistic Categories
APPLY NOW!

- **Choreography:** This category accepts choreography in all styles of dance, as well as other types of artistic performance with coordinated movement. Choreographic Films are not accepted in this category but may be submitted to the Film/Video or Interdisciplinary categories next year.
- **Crafts:** This category accepts all forms of functional and nonfunctional craft objects including those made of ceramics, glass, wood, metal, fiber, textiles, and recycled materials.
- **Music Composition:** This category accepts composition in all styles of classical, popular, jazz, hip-hop, and folk music, noise and experimental sound, and original music composed for theater.
- **Photography:** This category accepts analogue and digital photography, as well as works where photographic techniques are pivotal.
- **Poetry:** This category accepts all forms of written poetry.
- **Playwriting/Screenwriting:** This category accepts scripts written for stage or screen.
- **Sculpture:** This category accepts all forms of static and kinetic sculpture, as well as installations and three-dimensional public art.

FY 2026 Artistic Categories
NOT CURRENTLY AVAILABLE
Application deadline in mid-July 2025. Awards for these disciplines will be announced in 2026.

- **Film/Video:** This category accepts all genres of film and video as well as any other time-based work produced by recording visual images.
- **Digital/Electronic:** This category accepts time-based, interactive, or kinetic work where technology is pivotal to the meaning and/or presentation of the work such as electronic installations, virtual and augmented reality, internet projects, and other emerging forms. Film/video and responsive audio components which are incorporated into a larger installation work is also accepted in this category.
- **Interdisciplinary:** This category accepts work which is created by combining two or more Fellowship disciplines. The category is intended for work which would not otherwise be appropriate for review in any of the individual Fellowship disciplines due to the interdisciplinary nature of the work. Mixed media work that is primarily one medium, or work where each disciplinary component could be performed or exhibited independently should NOT be submitted in this category.
- **Painting:** This category accepts all forms of painting including watercolor, acrylic, gouache, oil, tempera, encaustic, mural/fresco, graffiti, and paintings which incorporate mixed media.
- **Prose:** This category accepts all forms of fiction, literary nonfiction, and other creative prose including novels, novellas, short stories, essays, criticism, journalism, and biography. Technical writing is not accepted.
- **Printmaking/Drawing/Book Arts:** This category accepts all forms of drawing, printmaking, etching, collage, illustration, installations in which printmaking or drawing techniques are pivotal, and other visual 2-dimensional media other than painting. Book art and examples of artistic bookmaking are also eligible in this category. Artist catalogues and literary books are not

accepted. Other sculptural forms constructed of paper should be submitted in the Sculpture category.

HOW TO APPLY

SmartSimple Online Application Form

All Fellowship applicants must submit an online application through Mid Atlantic Arts' SmartSimple online application platform (**https://midatlanticarts.smartsimple.com**).

Applicants must provide information for the following three sections of the application form:
- **Applicant Information**: Collects and verifies the applicant's contact information, biography, and optional demographic information.
- **Work Samples:** Applicants upload their work sample files and provide information about each work sample (title, date, medium, etc.) as prompted. Applicants will also have the option to provide a Cultural Context Statement (see pages 10-11 for details).
- **Consent**: Outlines the terms to which the applicant must agree in order to submit the application.

Follow the steps below to complete your application:
1) Go to **https://midatlanticarts.smartsimple.com**.
2) Login or register for a new account as an **Individual Artist**. We strongly recommend registering with a personal email address that is not associated with another organization which may apply for funding in the future.
3) Once logged in, click **Funding Opportunities** under the **Available Application** section.
4) Click **Apply Now** under the New Jersey State Council on the Arts Individual Artist Fellowship Opportunity Detail section.
5) Before you begin entering information, click the **Save Draft** button at the bottom of the page to save a copy of the application draft to your account.
6) Select your category, complete the information in each tab, and upload your work samples as prompted.
7) Once you have completed the application, click the **Submit** button at the bottom of the page.
8) You will receive a submission confirmation email along with a copy of your application for your records.

The application must be completed in its entirety online. All work samples are accepted digitally as uploads in the application. It is strongly recommended that you prepare and upload your work samples early in the application process. Uploads may take several minutes depending on connection speed. Work samples that are mailed as hard copies or emailed as attachments to Mid Atlantic Arts or the State Arts Council will not be considered.

Applicants must provide their digital consent to the terms and conditions of the program in order to submit an application for consideration. Submission of the application indicates that you have completed all required fields in the online application form but does not guarantee eligibility or that all application requirements have been met.

5:00 PM ET on TUESDAY, JULY 16, 2023
All 2024 Fellowship applications must be successfully submitted by that time.

IMPORTANT NOTES ABOUT THE APPLICATION

All work samples must be submitted anonymously

Anonymous application review is a cornerstone of the Fellowships program, so it is important that panelists do not have access to your biographical information and are not able to identify you based on what you have submitted in the application.

Panelists will only have access to the work sample(s) and work sample metadata as well as your optional Cultural Context Statement. Information you share about yourself in the "Applicant Information" tab of the application, including your bio and demographic information, will **not** be shared with the panelists.

For the purposes of this program, identifying and biographical information includes:
- Your legal or artist name.
- Contact information including: personal details (email, address, phone number, etc.), social media handles, and agent/media contacts.
- Any biographical information that could be found in your CV or resume including: your exhibition, performance, or publication history; educational background; information about former or current employment; and details about awards, fellowships, grants, or residencies that you have received.
- Details about the exhibition, performance, or publication of the submitted work.
- Any indication, hinted or overt, about the applicant's age, experience level, or where the applicant is in their career (e.g. "I have been practicing for 30 years" or "After recently graduating...").

This type of identifying and biographical information should **not** be:
- Included in the file names.
- Seen on screen or heard in the recording (for video and audio files).
- Saved in the file properties of video and audio work samples.
- Included anywhere in the work sample document submitted for literary categories or in written musical notation submitted in the Music Composition category.
- Visible as signatures, initials, or artist marks within digital images.
- Self-portraits should not be identified as such if the image contains the recognizable likeness of the artist.
- Autobiographies should not be identified as such in the uploaded document, title or work samples submitted.
- Included in the information about the work sample(s) or the Cultural Context Statement that are submitted in the "Work Samples" tab of the online application.

Please be sure to carefully review your application prior to submission to ensure no identifying information has been included. Applications that include identifying information in the "Work Sample" tab are subject to disqualification.

All work sample files must meet specific technical requirements

All files uploaded into the application must be formatted according to the following specifications.

Image Files must conform to the following specifications:
- Accepted file types: **.jpeg, .jpg, .png, .bmp**
- File size limit: 50 MB maximum per image

Literary Manuscripts must conform to the following specifications:
- File type: **.pdf only**
- All pages of the manuscript must be compiled into a single .PDF document.
- The document and file name must not contain the applicant's name or other identifying information.

Video Files must conform to the following specifications:
- Accepted file types: **.mp4, .mov**
- Work samples must be stripped of any identifying or biographical information saved in the file properties.
- The video file name must not contain the applicant's name or other identifying information.
- File size and time limits vary by category. Please refer to the **Application Requirements by Category** section below for additional information.

Audio Files must conform to the following specifications:
- Accepted file types: **.mp3**
- Work samples must be stripped of any identifying or biographical information saved in the file properties.
- The audio file name must not contain the applicant's name or other identifying information.
- File size and time limits vary by category. Please refer to the **Application Requirements by Category** section below for additional information.

Applicants have the option to submit a cultural context statement

All applicants will be given space in the application to address the following optional prompt:

> **"Is there any other cultural context you want to provide for the panelists to help them better understand the work submitted in this application?"**

Contextualizing your submitted work in terms of its relationship to cultural identity may help support your application. If it is necessary for the full reception and understanding of the work you are submitting, you are encouraged to share a brief statement regarding your cultural background/identity and how this is integral to your work. This may include discussing the following: race, ethnicity, heritage, gender, sexual orientation, disability, religion, cultural traditions, historical context, regionality, or community of origin.

We are *not* accepting standard artist statements but rather statements that help panelists understand the role and/or relevance of cultural identity as it relates to the work you are applying with.

The inclusion of this statement is optional and is considered secondary to the work samples. Artists who choose to submit a statement for the panel should be aware that their response may not include any biographical or identifying information. Previous panelists have expressed that cultural context statements are often helpful in providing a useful frame of reference for reviewing the submitted work samples. If you feel the addition of such a statement is not relevant to your submitted work, you are not required to include one.

Artists who choose to submit a statement for the panel should be aware that their response may not include any biographical or identifying information.

Applicants are limited to 250 words.

Acceptable topics to address in the cultural context statement include any of the following:
- Cultural identity such as race, ethnicity, heritage, gender, sexual orientation, disability, religion, if relevant for understanding your work.
- Cultural traditions, historical context, regionality, or community of origin, if relevant for understanding your work.

Do **NOT** include:
- Your legal or artist name.
- Contact information including: personal details, social media handles, and agent/media contacts.
- Any biographical information that could be found in your CV or resume including: your exhibition, performance, or publication history; educational background; information about former or current employment; and details about awards, fellowships, grants, or residencies that you have received.
- Details about the exhibition, performance, or publication of the submitted work.
- Any indication, hinted or overt, about the applicant's age, experience level, or where the applicant is in their career (e.g. "I have been practicing for 30 years" or "After recently graduating…").
- Links to external sources of any kind (e.g. your website, press interviews, etc.).
- Direct appeals to the panel (e.g. "Please consider funding my work").
- Information about what the funding would be used for should you receive an award.
- Your personal or financial circumstances (Fellowships are not need-based grants).
- Artistic philosophy.

APPLICATION REQUIREMENTS BY CATEGORY

Work sample and other application requirements vary by category. Please review the work sample specifications for your specific category carefully when preparing your application. Applications which do not meet all application and eligibility requirements outlined in these rules and instructions are subject to disqualification.

Choreography

This category accepts choreography in all styles of dance, as well as other types of artistic performance with coordinated movement. *Choreographic films are not accepted in this category but may be submitted in the Film/Video or Interdisciplinary categories next year.

Video demonstrating one-to-two examples of the applicant's original choreographic work must be uploaded into the online application:
- Applicants have the option to submit either one, longer work sample OR two, shorter work samples:
    - If submitting **TWO (2)** work samples, each uploaded video file has a **maximum time limit of 5 minutes** and **may not exceed 250 MB.**
    - If submitting **ONE (1)** work sample, the uploaded video file has a **maximum time limit of 10 minutes** and **may not exceed 500MB.**
- Each uploaded recording should represent one choreographed performance.
- If the performance being submitted is longer than 5 or 10 minutes, respectively, applicants may choose to either submit a portion of the full work OR create a video of excerpts from throughout the performance in order to meet the time limit requirements.
- The choreography shown in the work sample must have been completed after July 14, 2020.
- Only work choreographed by the applicant artist may be shown in the recording.
- Recordings of staged productions are not required. Works performed and recorded in a studio or other contexts are also acceptable.
- Do not submit works in progress or work completed while the applicant was a student.
- Works purely generated through AI are not eligible for submission, as the artist must have *sole creative control over the conceptualization and implementation* of the submitted work(s). Projects that utilize AI as part of a generative process, but where the artist retains creative control of the finished work are eligible. If an AI-powered tool was used as part of the creative process, artists should disclose which tool was used and how in the technical information space of the application.

Applicants should also be prepared to supply the following information about each work sample in the online application:
- Title of the work.
- Length of the full work.
- The month and year the work was completed.
- (Optional) Applicants who wish to include cultural context or interpretation of the work have the option to submit a Cultural Context Statement (see pages 10-11 for details).

Reminder: In addition to the requirements above, all work samples must follow the technical and anonymity requirements outlined on pages 9-10.

Crafts

This category accepts work in all forms of functional and nonfunctional craft objects including those made of ceramics, glass, wood, metal, fiber, textiles, and recycled materials.

Updated Requirements! Applicants will be provided with space to upload four-to-six digital images OR short video clips of their original work in the online application:
- Either an image or video file will be accepted for each upload.
    - Video may be submitted as documentation for work that physically moves, operates, or is received by the viewer in a way that cannot be shown through images alone.
    - Applicants may submit any combination of images and video that best represents their work within the space allotted in the application.
    - Applicants may submit both image and video documentation of the same work.
- It is strongly recommended that at least four individual pieces of work are represented in your application, if feasible. Do not submit more than six total examples of your work.
- All work samples must have been created after July 14, 2020.
- Do not submit works in progress or work completed while the applicant was a student.
- Works purely generated through AI are not eligible for submission, as the artist must have *sole creative control over the conceptualization and implementation* of the submitted work(s). Projects that utilize AI as part of a generative process, but where the artist retains creative control of the finished work are eligible. If an AI-powered tool was used as part of the creative process, artists should disclose which tool was used and how in the technical information space of the application.

If submitting video as work sample documentation:
- Each video clip must be **no longer that one minute in length** and **no larger than 100MB**.
- Only one work sample should be documented in each video.
- Video may only provide documentation of the submitted work samples. Do not submit promotional videos, still images presented as a slideshow, interviews with the artist, or other commentary that provides interpretation of the work.

Applicants should also be prepared to supply the following information about each work sample in the online application:
- Title of the work.
- Medium.
- Dimensions.
- Month and year of completion.
- Applicants should describe the production techniques, materials, and technical processes related to the creation of the work samples in the technical information section of the online application (e.g. elaboration about specific techniques used, how materials were applied, etc.).
- (Optional) Applicants who wish to include cultural context or interpretation of the work have the option to submit a Cultural Context Statement (see pages 10-11 for details).

Reminder: In addition to the requirements above, all work samples must follow the technical and anonymity requirements outlined on pages 9-10.

Music Composition

This category accepts composition in all styles of classical, popular, jazz, hip-hop, and folk music, noise and experimental sound, and original music composed for theater.

One-to-two examples of the applicant's original compositional work must be uploaded into the online application:
- Applicants have the option to submit either one, longer work sample OR two, shorter work samples:
    - If submitting **TWO (2)** work samples, each uploaded audio file has a **maximum time limit of 5 minutes** and **may not exceed 250 MB.**
    - If submitting **ONE (1)** work sample, the uploaded audio file has a **maximum time limit of 10 minutes** and **may not exceed 500MB.**
- Each uploaded recording should represent one song/composition.
- If the song/composition being submitted is longer than 5 or 10 minutes, respectively, applicants may choose to either submit a portion of the full work OR edit together excerpts from throughout the recording in order to meet the time limit requirements.
- All songs/compositions must have been completed after July 14, 2020.
- Only work composed by the applicant artist may be heard in the recordings.
- Studio, live, and midi recordings of the song/composition are all considered eligible.
- Do not submit works in which the lyrics reference your name/artist name.
- Do not submit works in progress or work completed while the applicant was a student.
- Works purely generated through AI are not eligible for submission, as the artist must have *sole creative control over the conceptualization and implementation* of the submitted work(s). Projects that utilize AI as part of a generative process, but where the artist retains creative control of the finished work are eligible. If an AI-powered tool was used as part of the creative process, artists should disclose which tool was used and how in the technical information space of the application.

Applicants are encouraged to upload a score, lead sheet, or other written notation for each uploaded song/composition in the online application for the panelists' reference:
- The score must be submitted as a **PDF document**.
- All pages of the score should be numbered.
- The score must be fully legible, particularly if the document has been scanned.

Additionally, applicants should be prepared to supply the following information about each song/composition in the online application:
- Title of the work.
- Length of the full work.
- The month and year the work was completed.
- (Optional) Applicants who wish to include cultural context or interpretation of the work have the option to submit a Cultural Context Statement (see pages 10-11 for details).

Reminder: In addition to the requirements above, all work samples must follow the technical and anonymity requirements outlined on page 9-10.

Photography

This category accepts analogue and digital photography, as well as works where photographic techniques are pivotal.

Updated Requirements! Four-to-six digital images of the applicant's original work must be uploaded into the online application:

- It is strongly recommended that at least four photographs or individual works are represented in your application, if feasible. Do not submit more than six examples of your work.
- All work samples must have been completed after July 14, 2020. For the purposes of this program, completed means the date on which the photograph took its final form, e.g. date of capture for digital photography or date of processing for a photographic print.
- Do not submit works in progress or work completed while the applicant was a student.
- Works purely generated through AI are not eligible for submission, as the artist must have *sole creative control over the conceptualization and implementation* of the submitted work(s). Projects that utilize AI as part of a generative process, but where the artist retains creative control of the finished work are eligible. If an AI-powered tool was used as part of the creative process, artists should disclose which tool was used and how in the technical information space of the application.

Applicants should be prepared to supply the following information about each work sample in the online application:

- Title of the work sample.
- Medium.
- Dimensions in feet/inches, if applicable. Dimensions are not required for digital photography.
- Month and year of completion.
- Applicants should also describe the production techniques, materials, and technical processes related to the creation of the work samples in the technical information section of the online application (e.g. elaboration about specific techniques used, processing details, type of camera used, etc.).
- (Optional) Applicants who wish to include cultural context or interpretation of the work have the option to submit a Cultural Context Statement (see pages 10-11 for details).

Reminder: In addition to the requirements above, all work samples must follow the technical and anonymity requirements outlined on page 9-10.

Poetry

This category accepts all forms of written poetry.

A manuscript of the applicant's original poetry must be uploaded into the online application:

- The manuscript must contain 5-15 pages of original poetry by the applicant artist.
- Each page should only contain one poem. Longer poems may continue onto multiple pages, but do not put multiple short poems on one page.
- Each poem must be clearly labeled with a title.
- All poems in the manuscript must have been created after July 14, 2020.

- All work samples must be submitted in English. Authors may translate their own work into English if originally written in a different language. English translations of work by authors other than the applicant and translations of the applicant's work by someone other than the applicant are - not permitted.
- Do not submit works in progress or work completed while the applicant was a student.
- Works purely generated through AI are not eligible for submission, as the artist must have *sole creative control over the conceptualization and implementation* of the submitted work(s). Projects that utilize AI as part of a generative process, but where the artist retains creative control of the finished work are eligible. If an AI-powered tool was used as part of the creative process, artists should disclose which tool was used and how in the technical information space of the application.

The manuscript must be formatted according to the following specifications:
- Formatted for a standard 8 ½" x 11" page size.
- One-inch page margins.
- Text must be a standard, easy-to-read font (Times New Roman, Calibri, or Arial), in 11 or 12 point size.
- Title pages may only serve as a table of contents for the submitted poems. Title pages will not be factored into the page count.
- Pages must be numbered, preferably in the lower right-hand corner of each page.
- There are no restrictions regarding line spacing; single, double, and shaped spacing are acceptable as long as all other formatting and page length requirements are met.
- In cases where accompanying images are integral to the understanding of the written work the applicant may include illustrations or images in their manuscript. Please note, however, that only the applicant's written work will be evaluated. The applicant must provide a photo credit or credits for the image(s) in the manuscript, or note that the images were created by the "applicant" to protect their anonymity. Stock photos, clip art, and other images that identify the applicant or are intended to embellish the manuscript will not be accepted.

Additionally, applicants should be prepared to supply the following information about the manuscript in the online application:
- Title (please use the name of the first submitted poem as the title of your manuscript).
- Length of the manuscript (number of pages submitted, min 5 – max 15).
- The month and year the collection of poems was completed. Select the completion date of the most recent poem, noting that all poems in the manuscript must have been created after July 14, 2020.
- (Optional) Applicants who wish to include cultural context or interpretation of the work have the option to submit a Cultural Context Statement (see pages 10-11 for details).

Reminder: In addition to the requirements above, all work samples must follow the technical and anonymity requirements outlined on pages 9-10.

Playwriting/Screenwriting

This category accepts scripts written for stage or screen.

One complete script must be uploaded into the online application:
- The uploaded script must have been completed after July 14, 2020.
- Panelists will be asked to read at least the first 15 pages, with the option to continue reading the remainder of the script. Scripts may be under 15 pages in length but be no shorter than 5 pages.
- Adaptations or translations of other works are not permitted.
- All work samples must be submitted in English. Authors may translate their own work into English if originally written in a different language. English translations of work by authors other than the applicant and translations of the applicant's work by someone other than the applicant are not permitted.
- Do not submit works in progress. Outlines or individual acts of unfinished multi-act plays are not eligible.
- Do not submit work completed while the applicant was a student.
- Works purely generated through AI are not eligible for submission, as the artist must have *sole creative control over the conceptualization and implementation* of the submitted work(s). Projects that utilize AI as part of a generative process, but where the artist retains creative control of the finished work are eligible. If an AI-powered tool was used as part of the creative process, artists should disclose which tool was used and how in the technical information space of the application.

The manuscript must be formatted according to the following specifications:
- Formatted for a standard 8 ½" x 11" page size.
- One-inch page margins.
- Text must be a standard, easy-to-read font (Times New Roman, Calibri, or Arial), in 11 or 12 point size.
- Title pages will be accepted but may only serve as a table of contents.
- Pages must be numbered, preferably in the lower right-hand corner of each page.
- There are no restrictions on line spacing; single or double spacing are acceptable as long as all other formatting requirements are met.
- Pages must be numbered, preferably in the lower right hand corner of each page.
- Scripts must be text only. Scripts may not contain images or illustrations.

Applicants should be prepared to supply the following information about each work sample in the online application:
- Title of the work.
- Length of the script in pages.
- The month and year the script was completed.
- A short, two-to-three sentence synopsis of the submitted script. Do not include information such as the location(s) of staged performances or publication/production details.
- (Optional) Applicants who wish to include cultural context or interpretation of the work have the option to submit a Cultural Context Statement (see pages 10-11 for details).

Reminder: In addition to the requirements above, all work samples must follow the technical and anonymity requirements outlined on pages 9-10.

Sculpture

All forms of static and kinetic sculpture, as well as installations and three-dimensional public art.

Updated Requirements! Applicants will be provided with space to upload four-to-six digital images OR short video clips of their original work in the online application:

- Either an image or video file will be accepted for each upload.
    - Video may be submitted as documentation for work that physically moves, operates, or is received by the viewer in a way that cannot be shown through images alone.
    - Applicants may submit any combination of images and video that best represents their work within the space allotted in the application.
    - Applicants may submit both image and video documentation of the same work.
- It is strongly recommended that at least four individual pieces of work are represented in your application, if feasible. Do not submit more than six total examples of your work.
- All work samples must have been created after July 14, 2020.
- Do not submit works in progress or work completed while the applicant was a student.
- Works purely generated through AI are not eligible for submission, as the artist must have *sole creative control over the conceptualization and implementation* of the submitted work(s). Projects that utilize AI as part of a generative process, but where the artist retains creative control of the finished work are eligible. If an AI-powered tool was used as part of the creative process, artists should disclose which tool was used and how in the technical information space of the application.

If submitting video as work sample documentation:

- Each video clip must be **no longer than one minute in length** and **no larger than 100MB**.
- Only one work sample should be documented in each video.
- Video may only provide documentation of the submitted work samples. Do not submit promotional videos, still images presented as a slideshow, interviews with the artist, or other commentary that provides interpretation of the work.

Applicants should also be prepared to supply the following information about each work sample in the online application:

- Title of the work sample.
- Medium.
- Dimensions.
- Month and year of completion.
- Applicants should also describe the production techniques, materials, and technical processes related to the creation of the work samples in the technical information section of the online application (e.g. elaboration about specific techniques used, how materials were applied, etc.).
- If submitting public art, do not include information regarding its location.
- (Optional) Applicants who wish to include cultural context or interpretation of the work have the option to submit a Cultural Context Statement (see pages 10-11 for details).

Reminder: In addition to the requirements above, all work samples must follow the technical and anonymity requirements outlined on pages 9-10.

APPLICATION ASSISTANCE RESOURCES

Webinars

These optional webinars allow applicants to attend a scheduled training session online and offer opportunities to ask general questions about the program and application. The webinars provide an overview of the program requirements and are ideal for anyone who would benefit from step-by-step instruction on how to complete the online application.

Registration is required to participate in the webinars. Individuals that register for the webinars will receive the connection information and instructions via email. To register, please follow the link listed next to your desired Webinar date. Please note that both webinars cover the same information.

WEBINAR 1: **Thursday, June 13, 2024** | 1:00 PM – 2:30 PM ET
https://us02web.zoom.us/webinar/register/WN_6BgR0qevRuG_MOSZszLEWw
WEBINAR 2: **Tuesday, June 25, 2024** | 10:00 AM – 11:30 AM ET
https://us02web.zoom.us/webinar/register/WN_O9sxC9saR8qoOUY0coadyw

Auto-generated closed captioning through Zoom Webinar as well as live captioning service will be provided during both webinars. For other accommodation requests, please contact fellowships@midatlanticarts.org or 410-539-6656 x 101 at least five business days prior to the webinar.

A captioned webinar recording will be posted on the Mid Atlantic Arts website and YouTube channel following the June 13th presentation.

Quick Start Video Tutorial

The Quick Start video offers a basic introduction to Mid Atlantic Arts' new SmartSimple application software and can be found on the Mid Atlantic Arts website and YouTube channel.

Work Sample Preparation Guide

Assists artists with the technical requirements for audio, video, image, and literary work samples and addresses many frequently asked questions. The document is available on the Mid Atlantic Arts website.

CONTACTING MID ATLANTIC ARTS

If you have reviewed the available resources and need assistance, or have questions pertaining to the program guideline requirements, please contact:

Mid Atlantic Arts
fellowships@midatlanticarts.org
410-539-6656 x 101

Support is available 9:00 AM through 5:00 PM ET, Monday through Friday.

Applicants are encouraged to request assistance as early in the application process as possible. Applicants receive assistance from Mid Atlantic Arts staff on a first-come, first-served basis and should be aware that demand increases significantly shortly before the deadline.

Mid Atlantic Arts is not able to assist with the recording or editing of work sample content.