

2010 Artist Fellowship: APPLICATION INSTRUCTIONS

To apply, submit the following:

1. Complete and submit **Application Cover Page**, including signature and date.
2. Submit five(5) copies of your current **Resume** of professional activities and achievements.
 - Use 12-pt Times New Roman font, single-spaced, 1" margins, maximum of 2 sheets, two-sided.
 - Your name should **not** appear on the Resume. *Please use the last 4 digits of your social security number for identification in the right hand corner of the resume.*
 - List in reverse chronological format (start with most recent items), not narrative.
 - Include significant awards and training, selected exhibitions, performances, presentations and/or publications.
 - VISUAL AND PERFORMING ARTISTS must indicate a minimum of two(2) public exhibits, performances, presentations and/or commissions in the past three(3) years.
 - LITERARY ARTISTS must provide a list of publications indicating a minimum of three published works. List should be MLA bibliographical format. For "Author" use last 4 digits of your social security number.
 - Book (of which you are the Single Author):
Author. *Title of Book*. City of Publication: Publisher, Year.
 - Poem in Anthology:
Author. "Title of Poem." *Title of Book*, Name of Editor. City of Publication: Publisher, Year. Page number(s) of poem.
 - Magazine or Literary Journal:
Author. "Title of Poem." *Title of Publication*. Date: Page number(s) of poem.
3. Submit five(5) copies of your **Artist's Statement**.
 - Use 12-pt Times New Roman font, single-spaced, 1" margins, maximum of 2 sheets, two-sided.
 - Your name should **not** appear on the Artist Statement. *Please use the last 4 digits of your social security number for identification in the right hand corner of the statement.*
 - In your statement, address:
 - The nature and/or significance of your approach to the art form
 - Your work's intended impact on your audience
 - How your professional artistic activities and/or work contribute(s) to or represent(s) Santa Clara County
 - The process of creating your art
4. Submit **Work Samples** to document your artistic quality.
 - Do not submit original works or the master copy of your digital images. Arts Council Silicon Valley will take general care in the handling of all submitted materials, but is not responsible for damage or loss.
 - VISUAL ARTS (2- and 3-Dimensional):
 - Submit **one(1) CD** in protective sleeve, which includes **no more than 15 digital images** of works from the past three years.
 - Image formats should be either **jpg or tiff, up to 150 dpi and no larger than 2 MB each**
 - Include **five (5) copies of an images list** identifying each image by number, title, media, dimensions, date of completion.
 - LITERARY ARTS
 - Submit **5 packets each containing copies of excerpt(s)** from the past three years that represent your best artistic achievements (Not to exceed 24 pages) and a **list of submitted works**.

- Work should be typed on **8½” x 11”, 20 lb. white bond** or equivalent. All pages must be **numbered** and **title of work** should appear on each page.
- Print on both sides. (Maximum work sample submission = 12 sheets of paper)
- **DO NOT BIND OR STAPLE.** Use **paper clips or spring clips only.**
- **PERFORMING ARTS/Music Composition**
 - Submit **one CD** in a protective sleeve, which includes **no more than three works** or excerpts of works you have **composed in the past three years.**
 - Submit **5 copies of the original scores** of the works/excerpts submitted on the CD.
 - Submit **5 copies of a one-page list**
 - Include titles, lengths, completion dates, and a 2-sentence description of the works.
 - Indicate date of premiere and any additional performances.
 - Indicate if you are conducting or performing.
 - Submit **single copies** of **no more than three reviews, articles or publications** about your work.
- **PERFORMING ARTS/Dance or Theatre performance**
 - Submit video recording on **one DVD of your performance(s)*.** Panel will review up to five minutes total. Must be compatible with standard viewing software and include viewing instructions. (i.e. selected tracks)
 - *Theatre applicants may submit recording of either live performance or audition.
 - Submit **5 copies a one-page list** of performance(s) submitted on DVD, including title, date, venue, and performing group or presenter (as applicable).
 - Submit **single copies** of **no more than three reviews, articles or publications** about your work.
- **Clearly label** your work sample submission(s) with **the last four digits of your social security number.** To maintain complete anonymity for all applicants, delete any indication of authorship, copyright, dedication, etc. from your work sample.

SUBMISSION CHECKLIST

- ___ **1 original Application Cover Sheet with signature verifying eligibility**
- ___ **5 copies of Resume (2 sheets max, double-sided) No names, use last 4 digits of SSN**
- ___ **5 copies of Artist’s Statement (1 sheet max, double-sided) No names, use last 4 digits of SSN**
- ___ **WORK SAMPLES (clearly labeled with last 4 digits of social security number for ID)**
 - ___ **CD or DVD (1 only)**
 - ___ **Manuscripts of short story excerpts (5 sets, maximum 12 sheets, double-sided)**
 - ___ **Description of submissions (images or excerpt list, performance information) (5 sets)**
 - ___ **Reviews, articles, publications (1 copy only of up to three pieces)**
- ___ **Stamped self-addressed envelope, if you want your work sample(s) mailed back.**

Complete Applications must be RECEIVED in Arts Council Silicon Valley offices by 5:00pm on November 16, 2009. NO POSTMARKS, NO EMAIL, NO FAX.

Submit complete application to:

**Diem Jones, Director of Programs
Arts Council Silicon Valley
4 North Second Street, Suite 500
San Jose, California 95113**