

# The Creative Workforce Fellowship

Helping artists dream bigger.



2011 Creative Workforce Fellowship: Craft, Design, Media and Visual Arts

## What is the Creative Workforce Fellowship?

- Partnership between the Community Partnership for Arts & Culture (CPAC) and Cuyahoga Arts and Culture (CAC).
- Provides 20 awards annually to Cuyahoga County literary, media, performing and visual artists.
- Program seeks to:
  - Sustain Cuyahoga County's rich history of arts and culture.
  - Establish a supportive environment for artists.
  - Increase awareness of Cuyahoga County's creative workforce and their contributions to the community.

### Tip 1

Think about the selection criteria as you work on Part 2 of the Application. What story does your application tell, and what facts does it share, in relationship to these criteria?

The Community Partnership for Arts and Culture (CPAC) and Cuyahoga Arts and Culture (CAC) have partnered to launch the Creative Workforce Fellowship. Beginning in 2009, the Creative Workforce Fellowship has been provided to 20 Cuyahoga County artists each year. To date, 40 Cuyahoga County artists have received the award and 4 more artists have received the Seth Rosenberg Prize. In 2011, 20 craft, design, media and visual artists will receive the Fellowship, and 2 will receive the Seth Rosenberg Prize.

## What Do Fellows Receive?

- Each year, 20 Creative Workforce Fellows will receive:
  - \$20,000 award.
  - One-year membership in COSE Arts Network.
  - Tuition waiver for Artist as an Entrepreneur Institute.
  - Inclusion in professionally designed catalogue.
- Fellows can use \$20,000 award in numerous ways but cannot use it to:
  - Eliminate existing debt.
  - Begin, continue or complete a degree-seeking program.
  - Support political candidates or issues
- Seth Rosenberg Prize

### Tip 2

When describing your artistic philosophy, make sure it supports your Work Samples and Fellowship Statement.

In general, the only additional rule of thumb regarding Fellowship expenses is that Fellows' use of the funds should advance their artistic career. One of the program's criteria for selection is how well the applicant "articulates how the Fellowship would advance work and professional aspirations".

Seth Rosenberg was a recipient of the 2009 Creative Workforce Fellowship. Following his untimely passing in 2009, CPAC named this award in his honor. Recipients receive a \$2,500 award, a one-year membership in COSE Arts Network and a tuition waiver for the Artist as an Entrepreneur Institute. Seth Rosenberg Prize recipients also may take on a Creative Workforce Fellowship, in the event that a Fellow is unable to accept their award.

## Who Can Apply?

- Craft, Design, Media and Visual Artists.
- Residents of Cuyahoga County for at least two continuous years (since September 2008).
- 18 years or older as of September 2010.
- Not enrolled in a full-time degree-seeking program (12 credit hours or more per semester) as of September 2010.
- Not a Creative Workforce Fellow in 2009 or 2010.

### Tip 3

Select Work Samples that showcase the breadth and depth of your artistic work.

The current 2011 Cycle is open to craft, design, media and visual artists. The 2012 Cycle will be open to dance, literary, interdisciplinary, music and theatre artists, and we will rotate annually between Visual Arts Cycles and Performing and Literary Arts Cycles.

Entry requirements for the program, including residency, age and non-degree-seeking status, are effective as of September 2010, when all your application materials are submitted. For example, if you are completing a full-time degree-seeking program in August 2010, you are eligible to apply to the program, even if you are still enrolled in that program when you submit Part 1 of your application.

Because the funding for the program is generated within Cuyahoga County, we invest solely in artists living in Cuyahoga County.

CPAC wants to make every effort to provide grant opportunities to as many Cuyahoga County artists as possible. For that reason, once an artist receives the award, they are not eligible to apply for the grant for the following two grant cycles.

## How Has the Program Changed?

- Based on recommendations from past applicants and panelists with analysis from CPAC staff.
- Major changes include:
  - Revised Guidelines.
  - Different workshop types.
  - Fellowship e-newsletters.
  - Accepting Applications from part-time students.
  - Two-part application process.
  - Mixed media no longer a discipline.
  - Different Work Sample requirements.
  - No Resumes or Reviews.

### Tip 4

Include samples of work that you have done recently, so that panelists have a clear idea of your current efforts. You can also submit works-in-progress, if you wish.

In the 2009 and 2010 cycles of the Fellowship program, we asked for feedback from panelists and applicants. We reviewed each of these comments and have made several significant changes based on their suggestions.

The Guidelines have been redesigned to make it easier to find information when you're filling out your application. We're also offering two new types of workshops and will be sending out periodic e-newsletters for our applicants, giving additional tips and sharing answers to frequent questions.

We are now accepting applications from part-time degree-seeking students. To qualify, you must be enrolled in 11 or fewer credit hours per semester.

We are moving to a two-part application. Part 1 helps us determine whether you meet the entry requirements to compete for the Fellowship. Part 2 includes the materials that will be reviewed by panelists.

Mixed media is no longer a discipline; it is now a subcategory within the Visual discipline. If you are a visual artists working in several different media types, this may be the appropriate category for you. The Interdisciplinary discipline will be reviewed during the 2012 Cycle (but you can still apply in both cycles).

We are no longer requiring or accepting resumes or reviews. You can still reference your background and accomplishments in describing your artistic philosophy and in your Fellowship Statement, as long as you don't reveal your identity.

## How Do I Apply?

### Application, Part 1

DUE NO LATER THAN 5 P.M., FRIDAY, JULY 30<sup>th</sup>, 2010

- Proof of Residence (2008, 2009 and 2010)
- Contact Information
- Demographic Information
- Certification & Liability Release

#### Tip 5

Submit Work Samples that accurately reflect your art. Think about lighting, focus and how samples will be viewed – on panelists' computers and on a large screen at the adjudication.

When filling out both parts of the application, pay particular attention to “required fields” (those marked with an asterisk). If you do not fill out these required fields, you will not be eligible for panel review.

CPAC will accept several forms of proof of residence, including signed/dated tax forms, bank statements, utility bills, signed lease agreements (including the landlord's account information), signed/dated letters from a landlord (with their contact information), mortgage bills and signed/dated letters sent and certified by a government body. We will not accept birth certificates, driver's licenses, passports, social security cards or other forms of identification that are not updated on a regular basis.

Demographic information helps CPAC more effectively to our funders and other community members about the artists served through the CWF program. This section of the application is voluntary, and CPAC will not share your specific demographic information with any individual or organization outside of the CPAC staff.

## How Do I Apply? (continued)

### Application, Part 2

DUE NO LATER THAN 5 P.M., FRIDAY, SEPTEMBER 10<sup>th</sup>, 2010

- Electronic Work Samples (15 .jpg images OR 3 minutes of video files OR 3 minutes of audio files)
- Basic Info
- Work Samples Form
- Fellowship Statement

#### Tip 6

Submit in a media type that is appropriate for your particular type of artwork. Do not submit marketing materials (e.g. Don't submit a 3-minute slide show of your work and back story).

All Work Samples must be anonymous. Please do not reference your name or identity anywhere on or within your Work Samples. This includes file names, folder names, the electronic title of the disc, the CD/DVD label or in the work itself. CPAC can only accept signed work if your signature is not legible (e.g. if a panelist would not be able to determine your name from your signature). You can only appear in your Work Sample if your presence is central to the work (e.g. A self-portrait would be acceptable. A photograph of you standing to next to an artwork would not).

Applicants should submit four identical copies of their Work Samples, either on CD or DVD. Do not exceed the 15-image OR 3-minute rule (including “dead air” before, between or after audio or visual tracks). If your Work Samples exceed these limits, you will not be eligible for panel review.

Work Samples will be shown alphabetically, so please name your Work Samples in the order you want them to be reviewed alphabetically.

Make sure you provide a clear description on your Work Samples Form for each Work Sample you are submitting. This form should provide panelists with a basic understanding of the Work Samples you are submitting, how and when they were created and what role you played in their creation.

## How Are Fellows Selected?

- Peer Panel Review
  - Arts and culture professionals from outside northeast Ohio.
  - Panelists review material for approximately 6 weeks before adjudication.
  - All applications reviewed anonymously.
- Public Adjudication
  - All eligible applicants' Work Samples reviewed in Round 1 of the adjudication.
  - Fellowship-Ready applicants reviewed in subsequent rounds and Fellowship Statements considered.
  - Applicants recommended to attend.
- Ratified by CPAC Board of Trustees

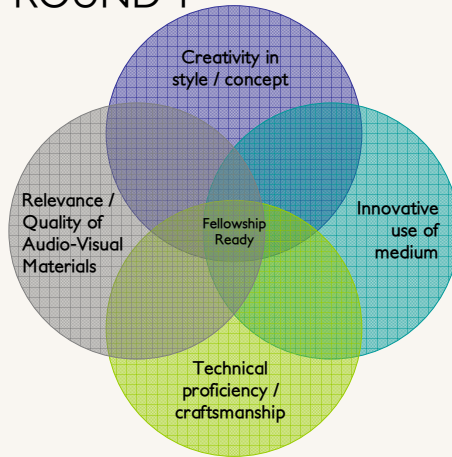
### Tip 7

Name your Work Sample files alphabetically in the order you would like them to be reviewed at the adjudication. Because viewing time will be limited, place your best work first.

Primary and secondary reviewers receive your material several weeks before the adjudication. They will review all of your work and will have notes ready on their assessment of your application. At the adjudication, each applicant's Work Samples will be displayed for approximately 1 minute, so make sure to put your best Work Samples first. In later rounds, the panel will have the option to review additional documentation beyond the 1 minute shown.

## How Are Fellows Selected? (continued)

### ROUND 1



### LATER ROUNDS

- The previous 4 criteria (creativity in style / concept, innovative use of medium, technical proficiency / craftsmanship, relevance / quality of audio-visual materials)

### PLUS

- Clear account of how the Fellowship would advance work and professional aspirations (Fellowship Statement)

### Tip 8

Only provide your name where it is requested. This applies to signatures on work samples, too; if we can identify your name from your signature, your application will be deemed ineligible.

## What Is the Program's Timeline?

- Workshops
  - General Informational Workshop  
Wednesday, June 23, 2010, 6:30 p.m.  
Cuyahoga County Public Library, Warrensville Branch
  - General Informational Workshop  
Saturday, June 26, 2010, 1:30 p.m.  
Pilgrim United Church of Christ
  - Application Clinic  
Tuesday, June 29, 2010, 6:30 p.m.  
Beck Center for the Arts
  - Q&A with Past Fellows  
Saturday, July 10, 2010, 1:30 p.m.  
East Cleveland Public Library
  - General Informational Workshop  
Saturday July 17, 2010, 1:30 p.m.  
Baldwin-Wallace College
- For more information or to register, please visit [www.cpacbiz.org](http://www.cpacbiz.org) or call (216) 575-0331.

### Tip 9

When writing your Fellowship Statement, keep in mind that the Fellowship is not need- or project-based ... Talk about how you would use Fellowship funds to advance your work as an artist.

## What Is the Program's Timeline? (continued)

- Application Part 1 Deadline: NO LATER THAN 5 P.M. EST, FRIDAY, JULY 30, 2010
- Application Part 2 Deadline: NO LATER THAN 5 P.M. EST, FRIDAY, SEPTEMBER 10, 2010
- Panelists receive applicant materials:  
Mid-October 2010
- Public Adjudication: Sunday – Tuesday, November 21 – 23, 2010 (tentative, subject to change)
- Ratification of panel recommendations by CPAC Board of Trustees: mid-December 2010
- Orientation of selected Fellows: Late December 2010
- Fellowship Year begins: January 1, 2011

### Tip 10

Consider attending the public adjudication. This is an opportunity to hear comments about your application, as well as to gain insights from panelists' comments about other applications.

The public adjudication dates may change due to number of applications, difficulty scheduling panelists during this time period, bad weather, etc. In the event that the dates change, we will notify all applicants as soon as possible.

## Questions?

- Please contact us at any time.
  - Community Partnership for Arts and Culture  
1900 Superior Avenue, Suite 130  
Cleveland, OH 44114  
216.575.0331 (Seth Beattie can be reached at ext. 121; Valerie Schumacher can be reached at ext. 128)  
216.575.0332 (fax)  
info@cpacbiz.org  
www.cpacbiz.org
- Office is open Monday – Friday, 8:30 a.m. – 5:00 p.m., except for special meetings and federal holidays.

The Creative  
Workforce  
Fellowship is  
a program of



Generously  
supported by  
Cuyahoga County  
citizens through

