

# Artist Innovation Fellowship Program

## Cultural Council for Palm Beach County

### About the Program

The Cultural Council believes that a strong arts and cultural sector actively contributes to the economic vitality and is central to a strong quality of life of the community. Further, the Council supports and celebrates innovation and creativity as the bedrock of our cultural sector. In 2020, the Cultural Council launched a new funding program for professional artists in all artistic disciplines designed to honor and support the creative individuals who form the core of Palm Beach County's cultural sector and awarded five inaugural Artist Innovation Fellowships. In 2022, **the program was expanded to award six \$7,500 Artist Innovation Fellowships. In 2024, this unique funding opportunity for artists will grow to fund ten \$7,500 Fellowships.** The Artist Innovation Fellowship Program celebrates the artistic process and supports the careers and artistic endeavors of Palm Beach County creative professionals (artists in any artistic discipline).

The fellowship is distinct from professional development opportunities because it focuses on personal creative growth with the belief that the entire community will benefit through investments in individuals in the creative community. **The program is designed specifically to address the pursuit of innovation in either existing avenues of creative expression or through the pursuit of new ideas and projects without the constraints of budgets or sometimes even specific project outcomes.** The fellowship funds can be used for supplies, research, instruction, apprenticeships, travel, or other experiences that help the recipient explore and expand her/his creative process. The intended outcome of the Fellowship experience is creative growth and/or exploration.

### Examples of Fellowship Activities

Fellowship activities must occur between March 1, 2024 and February 28, 2025 as determined by the applicant. Examples of possible fellowship activities include but are not limited to the following:

- Exploration of new ideas
- Pursuit of new or familiar avenues of artistic expression
- Apprenticeships
- Research and/or instruction

Fellowship activities may be conducted anywhere in the world. Funds may be used for travel, housing, studio/performance space rental, and/or the equipment necessary to conduct proposed activities. Fellowship recipients will be responsible for making all arrangements and/or purchases for fellowship activities. Fellowship funds may not be used for tuition at degree-granting institutions.

## Eligibility Requirements

Read through these eligibility requirements carefully. These are general eligibility requirements. Each individual's situation is different. *It is the responsibility of the applicant to make the case in the application for meeting the eligibility requirements.*

1. You must be a professional artist who has been working in the arts for **at least ten years** (does not necessarily need to be consecutive years or in the same art form). The "arts" includes the fields of dance, theatre, media arts, music, literature, visual arts, folk arts, or multi-disciplinary art forms.
2. You must have lived in Palm Beach County for a **minimum of three consecutive years** at the date of application. Applicants will provide proof of residency in the application submission.
3. You must have a **demonstrable exhibition, publishing, or performance history** that clearly indicates your active and sustained pursuit of a career as a creative professional.

*Previous recipients of the Artist Innovation Fellowship are not eligible to apply at this time.*

## Amount of Fellowship Awards

Ten fellowships in the amount of \$7,500 each will be awarded. Payments will be made in two installments **only**: \$6,000 and \$1,500 according to the schedule under *Fellowship Agreement* on page 3. Each fellowship recipient will be required to submit an IRS form W-9 so that an IRS form 1099 can be issued by the Cultural Council for the fellow's tax records. **All taxes and the reporting of taxes will be the responsibility of the fellowship recipient.** All aspects of the **Artist Innovation Fellowship Program** are administered by the Cultural Council for Palm Beach County.

## Workshops

The Cultural Council will offer free workshops to applicants in a variety of locations prior to the application deadline. The workshops are not mandatory, however, attendance at one of the workshops is strongly encouraged. The same information will be presented at each workshop, so applicants do not need to attend more than one. In addition to providing step-by-step information about the online grant system, the workshop will also include important information about the Fellowship Program, helpful grant-writing tips, and important information about submitting impactful support materials.

## Deadline for Application

The final day to submit your application is **Friday, December 22, 2023 by 11:59 pm**. Only applications submitted through our online grants portal found at [www.palmbeachculture.com](http://www.palmbeachculture.com) will be accepted. NO paper applications will be accepted. Incomplete applications and/or applications not submitted according to the instructions will be considered ineligible.

## Evaluation Process

**Fellowships will be awarded to applicants who demonstrate a sustained level of accomplishment, commitment, and artistic excellence.** A variety of art forms will be represented in the fellows chosen. Applications will be adjudicated by a regional panel of discipline-specific arts professionals. The recommendations from the panelists are submitted to the Cultural Council Board of Directors for final approval.

## Selection Criteria

Panelists make their decisions based on the application, work samples, and supplemental materials. Applicants will be evaluated according to the following:

- The quality of the artistic work
- The strength of the proposed fellowship activities and its relation to their work
- The intended impact on the applicant and her/his work

## Notification and Awards

Fellowship recipients will be notified of their selection beginning February 22, 2024. Formal announcement of the fellows will be made by Cultural Council for Palm Beach County at a Cultural Council public event on March 7, 2024. **All recipients are required to attend the event.** Once the official award announcement has been made, an official award letter, a fellowship agreement, and an IRS W-9 form will be mailed to fellows to complete and return. The Cultural Council will also conduct a mandatory orientation session for all fellows.

## Timeline

**November 16, 2023** – Application released

**December 1, 2023, 11 am** – Application Workshop at Arts Garage (Delray Beach)\*

**December 4, 2023, 6 pm** – Application Workshop at Maltz Jupiter Theatre (Jupiter)\*

**December 6, 2023, 6 pm** – Application Workshop at Mounts Botanical Garden (West Palm Beach)\*

**December 8, 2023, 6 pm** – Application Workshop at Palm Beach State College (Loxahatchee Groves)\*

**December 22, 2023, 11:59 pm** – Deadline for submission of applications (*Online*)

**February 2024** – Panel adjudication and determination of fellowships

**February 21, 2024** – Approval of fellowships by Cultural Council Board of Directors

**February 22, 2024** – Notification to all applicants

**March 7, 2024** – Official public announcement of fellowship recipients at Cultural Council event

**March 1, 2024 – February 28, 2025** – Fellowship Activity Period

**April 2025** – Final Report Due

**June 2025** – Fellowship exhibition and performance showcase

*\*Workshops are optional, but strongly suggested. The same material will be covered during each workshop. RSVP is required: jcrewe@palmbeachculture.com*

## Fellowship Agreement

Fellows must enter into a written agreement with the Cultural Council for Palm Beach County, which, when executed, has the legal effect of obligating the fellowship award, and which states the rights and obligations of the parties. No fellowship funds will be awarded in the absence of a signed fellowship agreement. The first fellowship payment (\$6,000) will be made upon receipt of a signed fellowship agreement, headshot, and IRS form W-9. The final payment (\$1,500) will be made upon submission and approval of a Final Report, as well as participation in the group exhibition and performance opportunity for the community.

## Group Exhibition/Performance Opportunity

The Cultural Council for Palm Beach County will coordinate and host a group exhibition and performance opportunity for the ten fellows to present their fellowship experiences to the general public. Participation in this activity is required for all fellowship recipients. The group exhibition showcase and performance opportunity will take place in June 2025. Final payments will not be issued without participation in some form during public presentation.

## Final Report

Fellows will be required to submit a Final Report of their activities upon completion of the fellowship experience and participation in the public presentation. The Final Report will include a brief summary of the fellowship experience and an opportunity to reflect on the impact of the fellowship. Fellows will also have the opportunity to submit images and other documentation of the fellowship experience. The Final Report will be due in April 2025.

## Fellowship Program Publicity

Fellows must provide a high-resolution headshot and other appropriate photographs as documentation of their fellowship activities for use in publicity for the Fellowship program and online on the Cultural Council's website. These materials will be collected both in the Final Report process as well as through communications with Cultural Council staff. The Cultural Council reserves the right to use selected images or products generated from fellowship activities for use in publicizing the program and the final exhibition/performance opportunity.

## Meetings and Mentorships

Fellows are invited to participate in several meetings convened by the Cultural Council throughout the fellowship period. These meetings are intended to expand the scope of the experience from an individual to the community and to generate creative synergy, new ideas, and collaborations. While not mandatory, attendance at the meetings is encouraged. A list of Fellowship meeting dates will be released along with other Fellowship award materials. Mentoring emerging artists through a new Cultural Council program would be an opportunity afforded to Artist Innovation Fellows.

## About the Cultural Council

The Cultural Council for Palm Beach County was founded in 1978 through the vision and leadership of Alexander W. Dreyfoos, an inventor, successful business owner and community activist, who believed in the value of arts and culture for enhancing and sustaining strong economic and societal growth. Now in its fifth decade, the Council is a multi-faceted local arts service agency with priorities that include providing grants to cultural organizations and creative professionals, advocating for cultural funding, promoting arts education, providing services that build capacity, and marketing the county as a destination for cultural tourism. The Council is a private, non-profit corporation. As the official county-designated agency for cultural development, the Council leads the way in promoting and celebrating the cultural community in one of Florida's largest counties.

## Contact Information

Questions concerning the *Artist Innovation Fellowship Program* which are not answered in this document should be directed to:

**Julian Crewe**

**Grants Assistant**

Cultural Council for Palm Beach County

601 Lake Avenue

Lake Worth Beach, FL 33460

**Phone: 561-472-3347**

[jcrewe@palmbeachculture.com](mailto:jcrewe@palmbeachculture.com)

## Part 1: Applicant Information

## Part 2: Narrative

The following questions will be asked in Part 2 of the application. There is a limit of **1,500 characters** per question (approximately ½ page, single-spaced).

1. Describe your work. Why do you do what you do?
2. What is your plan for the Artist Innovation Fellowship? What would you like to do?
3. What is the link between your current work, your proposed fellowship, and the effect of the proposed fellowship on your future work?
4. How will this process inspire you both personally and professionally? What makes your proposed fellowship experience important for you to undertake at this time?

## Part 3: Support Material

Support materials are an important component of your application. Please think carefully about the materials you include and be sure to upload the required information. You may provide any combination of images, documents, audios, and videos as long as you **do not exceed 10** work samples. **For example**, you could include 2 video clips, 3 audio clips, one image, and a 4-page writing sample submitted as a PDF document. Be sure to carefully choose your work samples. Make sure the samples are high quality. Choose the work samples that you think best reflect you as an artist.

### REQUIRED SUPPORT MATERIALS

*All support materials will be submitted electronically.*

1. **Professional Resume/CV:** No longer than *3 pages*
2. **Print Documentation (2):** Two pieces that may include articles, brochures, letters of support, printed programs, reviews, or anything concerning applicant professionally or personally, or pertaining to the fellowship request.
3. **Work Samples (up to 10):** It is important to submit examples of recent work (*created within the last three years*) that best represent you and your work.

#### **Work Samples May Include:**

- Up to 10 digital images (jpg, png)
- Video files (mp4, mpg, or pdf (with live hyperlinks to YouTube or Vimeo)
- Audio files (aac, mp3)
- Up to 10 passages or pages of writing samples, musical scores, poems, or excerpts (pdf)

#### **Work Samples May NOT Include:**

- Microsoft Office documents (i.e. Word, Excel, PowerPoint, etc.) **Only upload PDFs.**