

Transformation Award

STAGE 2 APPLICATION & GUIDELINES | 2010

CONTENTS

THIS APPLICATION PACKET INCLUDES THE FOLLOWING:

- A check for \$100 to help prepare your work samples and make appropriate duplications. **If for any reason you decide not to apply to Stage 2, you must return this check.**
- **Award Details** (page 4). These are the requirements of this Award if you are selected to receive a Leeway Transformation Award in December 2010.
- **Stage 2 Work Sample Guidelines** (pages 5- 6). Information about preparing your work samples, including the format and number of copies you must submit for each sample.
- **Stage 2 Artist Information** (page 7).
- **Stage 2 Work Sample Descriptions** (pages 8-12). Your description provides the review panel information about what they are looking at, hearing or reading, and details the social change component of the work sample.
- **Stage 2 My Art for Social Change Work** (pages 13-14). This is your opportunity to share more with the review panel about your art for social change work.

REVIEW PANEL CRITERIA

The review panel will get your Stage 2 application, along with a copy of your Stage 1 application. Please remember that this Award is for artists who have created art and social change work continuously over the past five years or more; it is up to you to demonstrate the range and impact of your work in this application.

The review panel will select the final Awardees based on the following:

- The breadth and impact of your art for social change work over the past five years or more;
- Your continued commitment to art for social change work;
- How social change is an intentional, integral part of your practice;
- The ability of your art to move, inspire, and provoke thought or action;
- The impact of your art for social change work on others;
- Your articulation of the cultural/community context of your work;
- The barriers this Award would remove in your art for social change work.

HOW TO APPLY

How to set-up your application:

- You may handwrite or type your Stage 2 application.
- If you handwrite the application, use blue or black ink and make sure it is easily readable.
- **Do not write in cursive, calligraphy, or in all capital letters.**
- If you are typing, do not use a font smaller than 11 points.

All applications will be 3-hole punched and put into a book for the review panel. If you choose not to use the form provided, use 8 1/2" x 11" (standard- size) paper with one-inch margins on the left and right side for the Work Sample Description and My Art for Social Change Work sections. If you do not follow these guidelines you may be asked to resubmit your application.

Do not staple papers together or submit application materials in folders or plastic binders. If you must separate your application materials, please use paper clips, rubber bands, or colored pieces of paper.

All applications must be RECEIVED BY (not postmarked by) 5:00pm on Monday October 4, 2010. We will not accept applications sent by e-mail or fax.

Applications can be mailed or delivered in person to our office

Leeway Foundation, Attn: LTA Stage 2
The Philadelphia Building
1315 Walnut Street, Suite 832
Philadelphia, PA 19107

Please note our summer office hours (July 5 thru September 6) are from 10:00am to 4:00pm. Applications can be dropped off after hours and/or on weekends and all holidays through the mail slot on our office door.

Applicant support sessions specifically designed to address **Stage 2 Work Samples** will be offered on the following days/times:

- Session #1: September 9, 2010 from 12:30pm to 2:00pm
- Session #2: September 23, 2010 from 5:30pm to 7:00pm

The sessions will be identical—attendance is optional. Both take place at the Leeway Foundation, 1315 Walnut Street, Suite 832 in Center City. To RSVP call 215-545-4078 or email rsvp@leeway.org.

AWARD DETAILS

Award Period

The 2010 Leeway Transformation Award period is from December 2010 to December 2011. Each Awardee will receive an initial payment of \$14,000. The remaining \$1,000 will be paid when the Awardee provides Leeway with the details of their community-sharing event (see below for guidelines).

Residency

Awardees must have lived continuously in Bucks, Camden, Chester, Delaware, Montgomery or Philadelphia counties since April 2008. Awardees must maintain residency in one of these six counties through the Award period ending December 31, 2011.

The Community-Sharing Event

Awardees must create an opportunity to share their art free-of-charge with others. This community-sharing event can be as small or large as the Awardee wants. For example, an Awardee could offer a workshop, do a read-through of a play for a classroom, produce a poetry reading, or create a public art project. The remaining \$1,000 of the Award will be paid when the Awardee provides Leeway with the details or plans for the event.

Final Report

All Awardees must submit a final report to Leeway by February 28, 2012. Please note: The report form is available to download on our website.

Artists who receive the Leeway Transformation Award are required to acknowledge the award in their artistic biographies and in published materials (e.g. websites, interviews) for at least one calendar year after receipt of award.

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(please detach the checklist below and paperclip to your final application)

LEEWAY TRANSFORMATION AWARD STAGE 2 CHECKLIST

- I have completed and submitted **Stage 2 Artist Information** (page 7).
- I have completed and submitted appropriate **Work Sample List** (refer to pages 8-9).
- I have read and agree to the requirements of this Award on this page and signed my name in the “Confirm and Sign” section (page 10).
- I have completed and submitted **Work Sample Descriptions** (pages 11-12).
- I have completed and submitted **Stage 2 My Art For Social Change Work** (pages 13-14).

WORK SAMPLES

Work sample requirements for a range of artistic media are listed below. **Work samples are crucial to the evaluation of applications** and should provide an accurate view of the range of your artistic practice. The review panel is looking for work samples that clearly and powerfully demonstrate your art for social change work over the past five years.

You may choose to submit samples in multiple disciplines; however **we strongly encourage** applicants to choose one discipline in which you have established skill and expertise. This discipline should be consistent with the art for social change practice you described in your Stage 1 application.

Leeway is providing you with a check for \$100 to help offset the costs of compiling and duplicating your work sample and documentation.

Call Leeway at 215.545.4078 with any questions about your work samples.

Literature and Scriptworks

Includes but is not limited to creative non-fiction, fiction, playwriting, poetry, and screenplays.

GENERAL GUIDELINES

- A CD is preferred with samples saved in .doc or .pdf format (you may also submit hard copies as backup).
- Please put your name, page number, and title of work on the upper right hand corner of each page.
- **Under no circumstances should books, magazines and photocopies of commercial publications be sent. Photocopies of books are okay only if you no longer have access to a digital version of the manuscript.**
- All samples submitted must be completed works that have been published, produced, or performed in some form (works-in-progress are not acceptable).
- Work samples must be printed on one-side of the page only, no double-sided copies.
- For hard copies, work samples must be typed, double-spaced on 8 1/2" x 11" white paper, with minimum one-inch margins and type size no smaller than 11 points.

CREATIVE NON-FICTION/FICTION/PLAYS

- Submit two full-length samples on one disc.
- Neither sample should be longer than 100 pages and will be reviewed by a lead panelist.
- **For each full length sample, please indicate a 10-15 page excerpt for the entire panel to review.**

POETRY

- Submit 10-15 poems (no more than 100 pages total) on one disc, which will be reviewed by a lead panelist.
- **Select and indicate 3-5 poems for the entire panel to review.**
- Make sure each poem is clearly labeled if written on more than one page.
- You may choose to submit a variety of poems displaying the diversity and evolution of your practice OR works from a singular body of work (e.g. book, journal, etc.)
- Spoken word artists who primarily record, please follow music guidelines; those who primarily perform live, please follow performance guidelines.

Media Arts

Includes but is not limited to narrative, documentary, experimental, animation, audio work, computer art, film, video, podcasts, or other time-based art-forms.

- Submit two full-length samples on separate discs in DVD or CD in NTSC format.
- Neither work should be longer than 120 minutes, which will be viewed by a lead panelist.
- Label each disc (using a permanent marker) with your name and the title of the work.
- **For each sample, indicate the start and stop times of a 3-5 minute excerpt for the entire panel to review.**
- Compilation or promotional video work samples will not be accepted.

Music

Includes but is not limited to: composition, music, spoken word, producing, deejaying, singing, and songwriting.

- CD is preferred. Do not send musical scores.
- Submit two full-length works (e.g., an opera, EP, LP, etc.) on separate discs.
- Full samples shouldn't be longer than 120 minutes, and will be reviewed by a lead panelist.
- **For each full-length sample, indicate a 3-5 minute song or composition for the entire panel to review.**
- Label your discs (using a permanent marker) with your name and the title of the work.
- If you have a performance clip available, you may select to submit using performance guidelines.

Performance

Includes but is not limited to: dance, choreography, spoken word, storytelling, acting, directing, and puppetry.

- DVD is preferred. Label your disc with your name and the title of the work sample.
- Submit two full-length work samples (e.g., play, dance concert, opera, etc.) on separate discs.
- Full samples shouldn't be longer than 120 minutes, and will be viewed by a lead panelist.
- **For each sample, indicate the start and stop times of a 3-5 minute excerpt for the entire panel to review.**
- NOTE: You may submit choreography/directing, solo performance, or monologue, however we suggest one of the samples is of you performing.

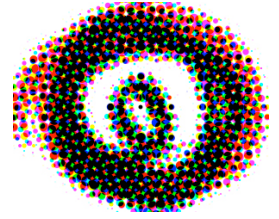
Visual Arts and Photography

Includes but is not limited to: book arts, crafts, documentary photography, fiber arts, installation, painting, printmaking, sculpture, and works on paper.

- CD or DVD is preferred; submit 15 images on one disc, which will be viewed by a lead panelist.
- You may choose to submit images of varying work showing the diversity and evolution of your practice OR images from a singular body of work (e.g. book project, exhibition, etc.)
- Visual artists who work in time-based media, please follow media arts guidelines.
- **Select and indicate 5 images for the entire panel to review.**
- Naming convention for files: first 8 letters of the applicant's last name and then number for presentation. For example, Smith01.jpg; Smith02.jpg; Smith03.jpg. Do not use any punctuation, symbols, or spaces in the file names.
- Images may include different views of individual pieces and/or details of such. If an image illustrates a detail, it should be noted and reflected in the name of the file. For example, Smith01.jpg; Smith01detail.jpg. *NOTE: Please limit detail views to two perspectives per image.*
- Applicants whose work is dependent upon scale for overall impact are strongly encouraged to submit at least one image demonstrating size (in general, an installation shot will suffice).
- Images must be in JPEG format with a .jpg extension; RGB is the suggested color profile.

Transformation Award

STAGE 2 APPLICATION | 2010



Before you begin, please review the Transformation Award Stage 2 Guidelines for help filling out this application—even if you have applied before.

Instructions

Please type or print neatly in blue or black ink and make sure it is easily readable. **Do not write in cursive, calligraphy, all capital letters**, or in a font smaller than 11-point. Do not staple or write on the back of any page. All sections must be completed in order for this application to be considered for an award.

Artist Information

 Legal Name (to be written on your check if you are chosen to receive the award)

 Artist Name or Preferred Name

*Note: If you get the award, the Artist Name is the name which will be used in all correspondence with you and shared publicly, e.g. press releases and our website. **If you do not want to receive mail under this name, please contact Leeway.***

 Collaborator(s): Please list the name(s) of any other artist with whom you are applying. Please note that each applicant needs to complete a separate Artist Information Form on page 7.

_____ Current Street Address	_____ City	_____ State	_____ ZIP
		<input type="checkbox"/> Bucks	<input type="checkbox"/> Camden
		<input type="checkbox"/> Chester	
_____ Your Neighborhood	County (check one):	<input type="checkbox"/> Delaware	<input type="checkbox"/> Montgomery
		<input type="checkbox"/> Philadelphia	
_____ Date of Birth (MM-DD-YYYY)	_____ Phone Number(s)		
_____ E- mail Address	_____ Website URL		

 Name of person or organization (if any) that helped you put your work samples and/or application together.

Call Leeway at 215.545.4078 with any questions about your application.

Work Samples

There are different requirements depending upon the type of sample you are submitting. Call Leeway at 215.545.4078 with any questions.

Type or print neatly in blue or black ink and make sure it is easily readable. **Do not write in cursive, calligraphy, or in all capital letters.**

MEDIA ARTS, MUSIC, PERFORMANCE, LITERATURE, OR SCRIPTWORKS WORK SAMPLE LIST

Directions: Provide titles and detailed information for the two media arts, music, performance, literature, or scriptworks samples in the spaces provided below. *Note: literature or scriptworks don't require total running time information. Indicate the start and stop times of the up to 5-minute excerpt that will be reviewed by the panel (where applicable you may provide a track number or chapter number instead).*

1. Submissions Format: CD DVD Paper hard copy (literature or scriptworks only)

Title: _____

Date(s): _____ Medium: _____ Total Running Time/Pages: _____

Name(s) of other artist(s) involved in the work: _____

Start time/page number (or track number) of excerpt: _____ End time/page number of excerpt: _____

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2. Submissions Format: CD DVD Paper hard copy (literature or scriptworks only)

Title: _____

Date(s): _____ Medium: _____ Total Running Time/Pages: _____

Name(s) of other artist(s) involved in the work: _____

Start time/page number (or track number) of excerpt: _____ End time/page number of excerpt: _____

VISUAL ARTS OR POETRY WORK SAMPLE LIST

Submissions Format: CD DVD Paper hard copy (poetry only)

Directions: Provide titles and detailed information for the 10-15 poetry OR visual arts work samples in the spaces provided below. Numbers must correspond to your digital images or text documents. *Note: poems do not require medium or dimension information. Indicate the 3-5 samples that will be reviewed by the panel.*

1.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
	Dimensions: _____	
2.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
	Dimensions: _____	
3.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
	Dimensions: _____	
4.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
	Dimensions: _____	
5.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
	Dimensions: _____	
6.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
	Dimensions: _____	
7.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
	Dimensions: _____	
8.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
	Dimensions: _____	
9.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
	Dimensions: _____	
10.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
	Dimensions: _____	

11.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
		Dimensions: _____
12.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
		Dimensions: _____
13.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
		Dimensions: _____
14.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
		Dimensions: _____
15.	Title: _____	Panel Sample: YES NO
	Date(s): _____	Medium: _____
		Dimensions: _____

Confirm and Sign

By signing below, I certify the following:

1. I am NOT enrolled full-time in a graduate or undergraduate degree-granting arts program.
2. I am a Pennsylvania or New Jersey resident and have lived continuously in Bucks, Camden, Chester, Delaware, Montgomery, or Philadelphia County from April 2008 to the present.
3. If I receive the Leeway Transformation Award, I agree to: a) maintain my residency in the Delaware Valley region through the Award year ending December 31, 2011; b) create a free event to share my work with the community; and c) submit a final report to Leeway at the end of the Award year.
4. I meet all of the requirements of this Award application and I am submitting my own work samples with this Stage 2 application.

Signature (Legal Name)	Date
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Work Sample Descriptions

Directions: Describe the work samples listed above in full sentences on the next two pages. Discuss how the samples illustrate your art and social work as well as the breadth of your artistic practice. Detail your inspiration, goals, and impact of specific pieces to provide context. You may choose to write about work samples individually or as write about several as part of a larger body of work.

Use the next two pages only or up to four separate sheets of paper (8.5" x 11", minimum .75" margins, 11-point font or larger). If using separate sheets of paper, please make sure to only use one side and that your name is on each page. Do not exceed more than 4 pages of typed text for the entire work sample descriptions.

Name: _____

Description of My Art for Social Change Work

Please answer the following essay questions. Use the next two pages only or two separate sheets of paper (8.5" x 11", minimum .75" margins, 11-point font or larger). If using separate sheets of paper, make sure to only use one side and that your name is on each page. Do not exceed more than 2 pages of typed text for the entire essay.

How would receiving this award transform you as an artist and your work? What barriers, financial or otherwise, would be removed if you received this award? Feel free to add anything here that you feel is missing from your Stage 1 Application regarding your artistic practice, your experience with social change, your community, and/or the impact of your work.

Name: _____