



2023 Art and Change Grant Guidelines

The Art and Change Grant provides grants of up to \$2,500 to fund art for social change projects by women, trans*, and/or gender nonconforming artists and cultural producers living in Greater Philadelphia.

2023 Application Deadline

Leeway does not fund retroactively, which means we do not fund any projects that begin prior to when the grant awards are announced, 8-10 weeks after the deadline.

- August 1

Applications (electronic or hard-copy) must be **received** by the deadline date. If the deadline date falls on a weekend or holiday, the application must be received by 10:00am the following business day. We do not accept applications sent by email or fax.

Application Submission

HARD-COPY APPLICATIONS

Drop off or mail applications to:

Leeway Foundation
The Philadelphia Building
1315 Walnut Street, Suite 832
Philadelphia, PA 19107

ELECTRONIC APPLICATIONS

Applications may be submitted at leeway.org/ACG. If you do not receive an email confirmation within five minutes of sending your electronic application, it has not been successfully submitted.

LANGUAGE/ACCESS NEEDS

If you have language translation or access needs that make our application inaccessible to you, please contact staff to talk about alternative ways to submit your application. Contact information is below.

APPLICATION SUPPORT

Throughout the year, Leeway staff will host several Information and 1-on-1 Applicant Support sessions. For a list of upcoming sessions and to RSVP, visit: leewayfoundation.eventbrite.com or call 215-545-4078.

Leeway's Other Grantmaking Programs

In addition to the Art and Change Grant, Leeway offers other streams of funding. To find out more, visit: www.leeway.org/grants or call 215-545-4078.

CONTACT INFORMATION

PHONE: 215.545.4078
EMAIL: info@leeway.org
WEBSITE: leeway.org
INSTAGRAM: [@leewayfound](https://www.instagram.com/leewayfound)
FACEBOOK: [facebook.com/leewayfoundphl](https://www.facebook.com/leewayfoundphl)

**Leeway is a trans-affirming organization committed to gender self-determination, and we use the term "trans" in its most inclusive sense, as an umbrella term encompassing transsexual, transgender, genderqueer, Two-Spirit people, and anyone whose gender identity or gender expression is nonconforming and/or different from their gender assigned at birth.*

Art for Social Change: What We Mean

Leeway supports artists and cultural producers involved in art for social change that positively affects and engages communities and audiences. Creating social change must be integral to the ideas, beliefs, and goals that are woven throughout your art and your process of creating and sharing your art.

IMPACT OF ART WITH VISION

Art for social change is art with a vision and an intentional analysis. It is an artistic or creative cultural practice that may operate in traditional or nontraditional mediums, modes, or disciplines. Art with a vision impacts people in many ways. It can:

- Raise consciousness
- Alter how we think about ourselves, our society, or our culture
- Create a vision of a more just world
- Be a tool or strategy for organizing and movement building
- Preserve or reclaim traditional cultural practices using your artistic practice as a form of resistance or empowerment
- Create space for expression and build a sense of community
- Challenge racism, classism, sexism, homophobia, transphobia, ageism, ableism, or other oppressions
- Question mainstream culture and beliefs
- Shift or transform the perception of power and/or privilege and the dynamics associated with justice, equality, and/or accountability
- Value healing justice practices focused on strengthening communities, not just individuals
- Engage and utilize a reciprocal process — where there is teaching and learning simultaneously and the consent for engagement is mutual, as is the benefit for yourself as an artist and the community you are engaging

Social Change Intent/Vision

We ask you to identify **at least one but no more than three** social change categories that best describe the intent or vision behind your project. There is no correct or incorrect way to choose; you should pick one that resonates with you as the core intent or vision of your work. You will have an opportunity to define further what that vision is for you in question 3 of the application.

- Cultural preservation/restoration
- Decarceration
- Demilitarization
- Disability justice
- Economic justice
- Environmental justice
- Feminism
- Housing justice
- Immigration justice
- Indigenous sovereignty
- LGBTQIA social movements
- Racial justice
- Transgender justice/gender self-determination

How to Apply

The Art and Change Grant is open to individual artists and cultural producers working in any medium, including traditional and nontraditional as well as multimedia and experimental forms. The grant may be used for any project-related expenses (e.g., documentation, artist stipends, or the purchase of equipment or materials).

ELIGIBILITY

- Applicants are only allowed to submit one application per grant cycle.
- The Art and Change Grant is not for organizations, corporations, or fundraising activities.
- The Art and Change Grant cannot be used for activities completed prior to when the grant is announced.
- The Art and Change Grant is not intended to support the creation of residencies/apprenticeships *unless* it is clear how it will (1) move the applicant's own artistic practice forward and (2) engage the community-at-large with a socially engaged project.
- Art and Change Grants are not intended to fund the same project for which you received a prior Leeway Grant. However, you may apply for different phases of a previous funded project.
- You may apply for and receive an Art for Change Grant, Transformation Award, and/or Media Artist + Activist Residency in the same year.

You are eligible to apply if you:

- Live in Bucks, Camden, Chester, Delaware, Montgomery, or Philadelphia County
- Are at least 18 years old
- Identify as a woman, trans, and/or gender nonconforming person
- Have a Change Partner (see below)

You may *not* apply if you:

- Are a *full-time* student in an arts degree program
- Do not have a Change Partner (see below)
- Have an active Art and Change Grant project
- Have received a 2022 Media Artist + Activist Residency
- Have received a 2022 Leeway Transformation Award
- Have not turned in all reports due from previous Leeway grants and awards

Your Change Partner

Leeway believes most art for social change work happens through relationships — working with others collaboratively, often in community. Because of this, we ask artists to submit an application together with a Change Partner that affirms your grounding in a community-based process.

A Change Partner is: (1) someone you have built a relationship with who is a member of the community that the project seeks to engage or in which it takes place, or (2) a person, organization, or business that has an interest in or connection to the project in some form.

Eligible Change Partners can live within or beyond the Greater Philadelphia area and may include mentors, editors, art spaces, theaters, nonprofit organizations, dance studios, radio stations, production companies, etc. — or anyone who can support the project.

Change Partners cannot benefit financially from the grant.

Your Change Partner Form is addressed to the review panel and it details:

- The Change Partner's relationship to you and your project
- Why they believe you are well-suited to carry out this project
- What they will bring to the project as a Change Partner

Your Change Partner Form must be signed and completed by your Change Partner. Change Partner Forms can be dropped off at our office — or completed online at www.leeway.org/ACG.

AGE AND RESIDENCY DOCUMENTATION

All applicants must verify that they:

- Live in Bucks, Camden, Chester, Delaware, Montgomery, or Philadelphia County
- Are at least 18 years old

Should you be awarded a grant, you will be asked to provide proof of both your age and current residency before receiving any funds. This documentation is confidential and will not be shared with anyone other than Leeway staff. You may mask any financial or sensitive information in these documents.

- For proof of age, you will need to provide one of the following: Drivers license, passport, birth certificate, non-driver's identification card, voter registration card, immigration registration or papers
- For proof of current residency, you will need to provide one of the following (which should match the address on your application): Utility bill, rental agreement, mortgage agreement or payment coupon, house deed, tax return, or other verification of residency (cleared by Leeway staff)

If you are unable to provide any of the above documents, call 215-545-4078 or email info@leeway.org to discuss.

COLLABORATION: APPLYING WITH OTHER ARTISTS

You may apply collaboratively with other artists for the Art and Change Grant. We understand that most projects are done in collaboration with others, so you are only required to submit an application with a collaborator if you are playing similar leadership roles for the project. Applicants may only apply once per cycle, whether submitting as a part of a collaborative or as an individual.

- Each co-applicant must meet Leeway's basic eligibility requirements (see guidelines page 2).
- Indicate in the Artist Information section if your project is a collaboration and whether you are the main contact
- Each co-applicant must submit separate Artist Information and Experience sections (make sure to detail any collaborative experience you have together).
- Co-applicants must submit one joint form for: Project Description, Project Budget, and Change Partner.
- If submitting a hard-copy, materials must be submitted together in one envelope.
- If submitting online, collaborators (who are not the main applicant) should complete a co-applicant form.
- If you are selected for a grant:
 - Each co-applicant must provide both age and residency documentation.
 - The grant payment will be issued to the collaboration's main contact.
 - Please be aware that the main contact will hold the tax liability for the grant. See section below.

GRANT STATUS NOTIFICATION

Grant notification letters are mailed approximately 8 to 10 weeks after the application deadline. To keep our process transparent, every applicant receives feedback, based on the panel's deliberations. This offers a view into the process and gives information applicants can use as they think about their work. Applicants may opt out of receiving feedback — and can always request it at a later date. We offer feedback with the understanding that grantmaking is a reductive process, where there is never as much money as qualified applicants, so please consider if you are prepared to receive this feedback.

If you are awarded a grant, you must fill out a W-9 tax form and provide your legal name so that Leeway can send you a 1099 form for tax purposes. Leeway is required by the IRS to issue 1099 forms to grantees. Contact Leeway staff if this presents difficulties for you.

GRANT REPORTING

- Please notify Leeway immediately of any major changes to your project.
- Within 60 days of completing your project, you must submit a final report that includes a brief description of your project's impact on you as an artist as well as on the community and/or audience.
- Report forms are sent to you with your award letter and are also available online at leeway.org/grantreport.

Artistic Disciplines

We ask you to choose a primary category, as well as a secondary category if needed, that best represents your project. This will allow us to group applicants by discipline for the purpose of evaluating our programs. The application provides an opportunity for you to talk more about the multidisciplinary or hybrid nature of your work, should you feel constrained by these categories.

Below is a list of categories and examples of disciplines. If your disciplines are not listed or if you have questions about which category to choose, call the Leeway staff at 215.545.4078 or email info@leeway.org.

CRAFTS & TEXTILES

Book art
Costume design
Crocheting
Doll making
Fashion design
Furniture making
Knitting
Puppetry
Quilting
Scenic design
Sex toys
Weaving

FOLK ARTS

Capoeira
Culinary art
Hair braiding
Heritage gardening
Storytelling
Traditional dance
Traditional music

LITERARY ARTS

Creative nonfiction
Creative writing
Playwriting
Poetry
Prose
Short stories

MEDIA ARTS

Animation
Audio
Film
Interactive design
Multimedia
New media
Podcast
Video
Web-based work

MUSIC

Composition
Deejaying
Hip-hop
Instrumental performance
Jazz
Opera
Producing
Rapping
Singing
Songwriting
Vocal performance

PERFORMANCE

Acting
Dance
Movement
Musical theater
Oral history
Performance art
Spoken word
Theater

VISUAL ARTS

Cartoon/comic illustration
Digital art
Drawing
Graphic design
Illustration
Installation
Mixed media
Murals
Painting
Photography
Printmaking
Screenprinting
Sculpture

MULTIDISCIPLINARY

Please be advised that this category is for artists for whom multiple disciplines are integral and necessary for the execution of the work.

If you choose multidisciplinary, do not choose a secondary discipline.

Examples Of Previous Art and Change Grantees

Refer to our website, www.leeway.org/grantees, for examples of previous Leeway Art and Change grantees. If you have trouble accessing the website, contact Leeway to request a list of examples of past grantees.



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2023 Art and Change Grant Application

Before you begin, please review the Art and Change Grant Guidelines.

INSTRUCTIONS. Type or print neatly in blue or black ink. Do not write in cursive or all capital letters. Do not staple any page. All sections must be completed in order for this application to be considered for a grant.

Artist Information

Artist name or preferred name (to be shared publicly if you receive a grant)

Legal name

This is the name associated with your Social Security number and/or bank account. It will not be shared or associated publicly with your artist/preferred name and will be kept confidential among Leeway staff.

To which name should correspondence be addressed? ☐ Artist/preferred name ☐ Legal name

CO-APPLICANT. List the names of any other artists with whom you are applying. Note that each applicant needs to complete their own Artist Information and Experience sections (pages 1-4).

Are you the main contact for this collaboration? ☐ Yes ☐ No

Street address

City

State

Zip code

Neighborhood

County (choose one):

☐ Bucks

☐ Delaware

☐ Camden

☐ Montgomery

☐ Chester

☐ Philadelphia

Email address

Date of birth (mm-dd-yyyy)

Social media handle(s)

Phone number(s)

As a trans-affirming organization, we ask applicants to indicate their pronouns. Providing this information is optional. If you do not provide your pronouns, you will be referred to by your name in all Leeway materials.

I wish to be addressed as:

☐ She/her ☐ He/him ☐ They/them ☐ _____

How did you hear about this grant? (Check the appropriate box below and fill in a name for an organization if applicable.)

☐ Email ☐ Mailer/postcard ☐ Website ☐ Word of mouth ☐ Friend ☐ Past recipient ☐ Staff ☐ Social Media

☐ Organization: _____ ☐ Other: _____

Name:

AGE AND RESIDENCY DOCUMENTATION

If awarded a grant, all applicants (including any co-applicants) will be asked to provide proof of both age and current residency by submitting one item from each of the following two checklists:

Age

- ☐ Driver's license
- ☐ Passport
- ☐ Birth certificate
- ☐ Non-driver's identification card
- ☐ Voter registration card
- ☐ Immigration registration card or papers

Residency

- ☐ Utility bill
- ☐ Rental agreement
- ☐ Mortgage agreement or payment coupon
- ☐ House deed
- ☐ Tax return
- ☐ Other verification of residency (cleared by Leeway staff):
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If selected, will you be able to provide proof of both age and current residency? ☐ Yes ☐ No

Have you ever received funding from Leeway? ☐ Yes ☐ No

If yes, list any grants/awards/residencies & years:

If yes, have you turned in your final report(s)? ☐ Yes ☐ No

Have you attended an information or application support session this year? ☐ Yes ☐ No

If yes, where?

Do you want to receive feedback from panel deliberations with your notification letter (refer to guidelines on page 4)?

☐ Yes ☐ No

Project Information

Experience

PROJECT-RELATED EXPERIENCES. Provide a brief description (1-2 sentences) and date for 4-10 artistic, personal, political, professional, or social change-based experiences relevant to this project. This is not meant to read as a traditional resume and should reflect defining moments for you as an artist or cultural producer. The review panel values experiences that are often not included in traditional resumes and know that these experiences can be defining moments for artists. These experiences are shared with the review panel but will never be shared publicly.

Use this side only or share your project-related experiences and highlighted experience on one side of a separate sheet of paper (8.5" x 11", minimum .75" margins, 11-point font or larger). If using a separate sheet of paper, please make sure your name is on it.

Description of experience	Date(s) of experience
1.
2.
3.
4.
5.
6.
7.
8.
9.
10.

HIGHLIGHTED EXPERIENCE. Describe in more detail one of the experiences listed above. We recommend that your highlighted experiences is the most compelling in terms of its relationship to the project you are proposing in this application.

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Name:

Project Description

PLEASE ANSWER THE FOLLOWING QUESTIONS. To answer the following six questions, you may use either this application form or two separate sheets of paper (8.5" x 11", minimum .75" margins, 11-point font or larger). Do not exceed two pages of typed text for the six questions. If using a separate sheet of paper, pages cannot be double-sided. Please make sure your name is on every page and that you number the questions. Answer all six questions thoroughly. **Do not include links to external websites or images.**

1. Summarize your art for social change project. Consider the who, what, when, and where of the project.

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2. Why is this project important to you? Please give a sense of the urgency for this project at this time.

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3. (a) As part of this process, you were asked to identify the social change intent of your artistic or cultural project from a list of issues. Explain how your project engages with and expresses this social change vision/intent.

(b) Describe the goals and intended impact of your project. How does the art create action around your social change vision/intent?

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Name:

4. Define your community or audience. What is your relationship to the audience(s) or communities you will work with on this project? How does your identity or who you are play a role in this?

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5. How does the project engage the audience(s) or communities you are working with? If your project takes place outside of the Greater Philadelphia region, explain how you will make a connection to the region and engage communities here.

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6. Why did you choose your Change Partner? What kind of expertise or support will they provide? What is their connection to the project and/or the communities you are working with?

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Note: A completed Change Partner Form is required. Without it, your application is incomplete and will not be considered for funding.

Name:

Project Budget

Provide information about your project expenses below or detail this information on one side of a separate sheet of paper. Any element necessary to make your project happen (e.g., equipment, supplies, stipends, transportation) is considered a project expense. Make sure that everything listed in the budget is clearly connected to what you describe in the Project Description section.

Under project expenses, you may group expense items together (e.g., “painting supplies” as opposed to listing paint, brushes, easel, canvas, etc. as separate items). **Total project expenses should be equal to or more than the total request from Leeway.**

Project expenses	Cost
.....	\$
.....	\$
.....	\$
.....	\$
.....	\$
.....	\$
.....	\$
.....	\$
Total project expenses	\$
Total request from Leeway	\$

Financial Need / Access to Financial Resources

1. If your total project expenses exceed the total request from Leeway, what will this grant specifically fund — and what other funds or resources do you have to do this project? Please list the amounts and sources.

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2. If you are awarded this grant, would it be the first grant, fellowship, or award you have ever received? ☐ Yes ☐ No

Name:

Application Checklist

Please review the application and guidelines to make sure your application is complete. **The review panel will not consider incomplete applications.**

YOU ARE ELIGIBLE TO APPLY IF YOU:

- ☐ Live in Bucks, Camden, Chester, Delaware, Montgomery, or Philadelphia County
- ☐ Are at least 18 years old
- ☐ Identify as a woman, trans*, and/or gender nonconforming person
- ☐ Have a Change Partner

ALL APPLICATIONS MUST INCLUDE THE FOLLOWING:

- ☐ Pages 1-3: Artist/Project Information
 - This includes verification that if awarded, all applicants (including any co-applicants) can provide proof of both their age and current residency (see guidelines page 4)
- ☐ Page 4: Experience
- ☐ Pages 5-6: Project Description
- ☐ Page 7: Project Budget
- ☐ Page 8: Application Checklist
- ☐ Change Partner Form including original signature

PLEASE NOTE THE FOLLOWING:

- ☐ Incomplete applications will not be considered for funding.
- ☐ Do not staple your application.
- ☐ All pages must be one-sided.
- ☐ Follow the page limit guidelines.
- ☐ All application pages must include your artist name at the top of the page.
- ☐ We recommend that you keep a copy of your application for your records.

CONFIRM AND SIGN. I have reviewed the application guidelines and checklist carefully to ensure that I and any collaborators meet all eligibility criteria and that I have provided all information necessary for this application to be considered for funding. To the best of my knowledge, this application and the attached supporting materials are complete and accurate. I authorize Leeway to use my artist name and submitted materials for publicity purposes.

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Signature (legal name)

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Date



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2023 Art and Change Grant Change Partner Form

You have been asked to serve as a Change Partner for a 2023 Art and Change Grant applicant.

Leeway believes art for social change work happens through relationships — working with others collaboratively, often in community. Because of this, we ask artists to submit an application together with a Change Partner that affirms your grounding in a community-based process. **Change Partners cannot benefit financially from the grant.**

A Change Partner is: (1) someone the applicant has built a relationship with who is a member of the community that the project seeks to engage or in which it takes place; or (2) a person, organization, or business that has a connection to the project in some form. Eligible Change Partners may include mentors, editors, collectives, art spaces, theaters, nonprofit organizations, dance studios, radio stations, and production companies, etc.— or anyone who can support the project.

Change Partner letters cannot be accepted via email. Change Partner forms with your signature can be dropped off at our office — or completed online at www.leeway.org/ACG. If you have questions, call 215-545-4078 or email info@leeway.org.

INSTRUCTIONS. Type or print neatly in blue or black ink. Do not write in cursive or all capital letters. Do not staple or write on the back of any page. All sections must be completed in order for this applicant to be considered for a grant.

CONTACT INFORMATION

Name of Art and Change Grant applicant

Your name

Name of organization or institution you are affiliated with (if applicable)

Street address

City

State

Zip code

Neighborhood

County (choose one):

☐ Bucks

☐ Delaware

☐ Camden

☐ Montgomery

☐ Chester

☐ Philadelphia

Email address

☐ I don't live in the
Greater Philadelphia area

Primary phone number

Secondary phone number (optional)

Project start date

Project end date

1. What is your relationship to the project and the applicant?

2. Why do you believe this applicant is well-suited to do this project (i.e. based on relationships, skills, experience, etc.)?

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3. What do you feel you bring to this project and how will you support it as a Change Partner?

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Would you like to receive more information about our grant programs and events?

☐ Yes ☐ No

I understand that, to be eligible, this project must be the creative visoin/intellectual property of the Art and Change Grant applicant, not myself and/or my organization or business:

☐ Yes ☐ No

I understand that I, and/or my organziation or business, cannot financially benefit from this grant:

☐ Yes ☐ No

CONFIRM AND SIGN. To the best of my knowledge, this Change Partner Form is complete and accurate. I authorize Leeway to use my name and/or my organization's name for publicity purposes.

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Signature (legal name) Date