2021 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 and trans* artists and cultural producers living in Greater Philadelphia.

2021 APPLICATION DEADLINES

Select a deadline that precedes the dates of your project. 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 each deadline.

- March 1
- August 1

These are not postmark deadlines; 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

In response to public health recommendations to limit physical contact to reduce the spread of COVID-19, Leeway Foundation’s physical office is closed. Leeway staff are working remotely and are available. The fastest way to reach us is via email at info@leeway.org. We’re happy to schedule a phone or video call. Thanks for understanding.

Electronic Applications

Applications may be submitted online 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 process inaccessible to you, please contact staff to talk about alternative ways to submit your application. Contact information is below.

LEEWAY’S OTHER GRANTMAKING PROGRAMS

In addition to the Art and Change Grant, Leeway offers the Transformation Award, a $15,000 award to women and trans* artists and cultural producers in Greater Philadelphia who have created art for social change for five years or more. The Transformation Award deadline is May 15, 2021. The Window of Opportunity grant is open to past grantees only and offers up to $1,000 for immediate opportunities such as travel, performance, or exhibition. Applications are accepted on a monthly revolving basis.

CONTACT INFORMATION

PHONE: 215.545.4078
EMAIL: info@leeway.org
WEBSITE: leeway.org
INSTAGRAM & TWITTER: @leewayfound
FACEBOOK: facebook.com/leewayfound

* 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

ART FOR SOCIAL CHANGE

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

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 that begin prior to when the grant is announced.

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 and/or trans* person
- Have a Change Partner (see page 3)

You may not apply if you:

- Are a full-time student in an arts degree program
- Do not have a Change Partner (see page 3)
- Have an active Art and Change Grant project
- Have received Art and Change Grants totaling $2,500 in the current year
- Have received a 2019 or 2020 Leeway Transformation Award
- Have not turned in all reports due from previous Leeway grants and awards
YOUR CHANGE PARTNER

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.

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 completed and signed by your Change Partner. Hard-copy Change Partner Forms can be dropped off at our office – or completed online at 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:

- Driver’s license, passport, birth certificate, non-driver’s identification card, voter registration card, or immigration registration card 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 (must be 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 the matter with Leeway staff.
IF YOU HAVE BEEN SUPPORTED BY LEEWAY IN THE PAST, PLEASE NOTE THE FOLLOWING:

1. To be eligible to apply for a grant, you must turn in any outstanding reports for past Leeway grants, awards, or residencies. Your report should outline what you were able to accomplish with the grant, even if the project changed. Grant report forms can be found at leeway.org/grantreport.

2. The Art and Change Grant annual limit per individual artist is $2,500. For example, if you are granted $1,000 in one grant cycle, you may apply for another grant of up to $1,500 in a later cycle that same year.

3. Art and Change Grants are not intended to fund the same project for which you received a prior grant. However, you may apply for different phases of a previously funded project.

4. You may apply for and receive an Art and Change Grant and a Transformation Award in the same year.

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 co-applicant if you are both playing the same roles as artistic directors or partners for the project. Applicants may only apply once per cycle, whether submitting as 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 that your project is a collaboration and whether you are the main contact person.
- 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 each of the following: Project Description, Project Budget, and Change Partner.
- If submitting a hard-copy application, materials must be submitted together in one envelope.
- If submitting an online application, collaborators (who are not the main contact person) 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 check will be issued to the collaboration’s main contact.
  - Please be aware that the main contact will hold tax liability for the grant. See “Grant Status Notification” section below.

GRANT STATUS NOTIFICATION

Grant notification letters are sent approximately 8-10 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 and future applications to Leeway or other funders. Applicants may opt out of receiving 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 and needs your legal name for tax purposes. Contact Leeway staff if this presents any 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 mailed to you with your award letter and are also available online at leeway.org/grantreport.
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. With each of these, there are questions to consider as you prepare your application as part of that social change intent. 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
What is the culture being preserved? What are the threats to that culture? What is at stake if it is lost? How might we conserve or reclaim traditional cultural practices by using an artistic practice as a form of resistance or empowerment?

Decarceration
What are the roots of mass incarceration? How do we imagine a world in which more prisons are not the first “solution”? How might we redefine justice?

Demilitarization
How can we reimagine “security” to not mean more guns and bigger tanks for police forces and armies? If war is not the answer, what is?

Disability justice
What would it look like to live in a world where all bodies are able to participate fully in the world? What does accessibility look like, not just in terms of technological aides but ways in which we are in community together?

Economic justice
What would an equal distribution of wealth look like? What are the historic and systemic roots of denying certain communities access to resources? How could economies exist outside of a framework focused on profit?

Environmental justice
What are the historic and systemic roots that have resulted in certain communities being most adversely affected by pollution and climate change? What would it look like to live in a world where all people, particularly those most affected, were involved in the development and implementation of environmental practices?

Feminism
What are the ways that systems marginalize people based on their gender? And what is the vision for how this could change through an artistic practice – not just your personal identity as an artist?

Immigrant justice
What are the root causes of migration? What does it mean to support immigrants and protect immigrants’ safety, promise of opportunity, and dignity?

Indigenous sovereignty
How do indigenous people survive and thrive in the context of genocide and displacement? How do communities build together to (re)claim land, cultural practices, power, and resources?

Land sovereignty / housing security
How do people survive and thrive in the midst of displacement from their homes from forces like gentrification, war, or violence? How do communities create ways to ensure housing security and connection to land amid these displacing forces?

LGBQA social movements
What are the historic and systemic roots of denying people access to resources based on their sexuality? How do LGBQA people survive and thrive?

Racial justice
How do we undo the results of a legacy of slavery, genocide, and segregation? How might we create equitable power and access?

Transgender justice / gender self-determination
How do we dismantle the concept of gender as a binary? How do trans* and gender-nonconforming people survive and thrive?
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 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.
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 (If different from your artist/preferred 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

County (choose one):  ○ Bucks  ○ Delaware
○ Camden  ○ Montgomery
○ Chester  ○ Philadelphia

Neighborhood

Email address

Age

Twitter/Instagram handle

Phone number(s)

As a trans-affirming organization, we ask applicants to indicate their pronoun(s). 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.)

○ Mailer/postcard  ○ Word of mouth  ○ Past recipient  ○ Staff  ○ Email  ○ Website  ○ Facebook  ○ Twitter  ○ Instagram

○ Organization:  ○ Other:
AGE AND RESIDENCY DOCUMENTATION

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

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<th>Age</th>
<th>Residency</th>
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<td>☐ Driver’s license</td>
<td>☐ Utility bill</td>
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<tr>
<td>☐ Passport</td>
<td>☐ Rental agreement</td>
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<tr>
<td>☐ Birth certificate</td>
<td>☐ Mortgage agreement or payment coupon</td>
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<tr>
<td>☐ Non-driver’s identification card</td>
<td>☐ House deed</td>
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<td>☐ Voter registration card</td>
<td>☐ Tax return</td>
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<tr>
<td>☐ Immigration registration card or papers</td>
<td>☐ Other verification of residency (must be cleared with Leeway staff)</td>
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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 all grants/awards/residencies and 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 page 4)  ☐ Yes  ☐ No
ARTISTIC DISCIPLINE OF THIS PROJECT. Choose a discipline from the choices below that best represents the nature of your project. You may also select a secondary discipline if needed. The multidisciplinary category should only be used if multiple disciplines are integral to the work. **If you select multidisciplinary, do not choose a secondary discipline.** For more information and examples, refer to guidelines page 6.

Primary artistic discipline of this project:
- Crafts & textiles
- Folk arts
- Literary arts
- Media arts
- Music
- Performance
- Visual arts
- Multidisciplinary

Secondary artistic discipline of this project (optional):
- Crafts & textiles
- Folk arts
- Literary arts
- Media arts
- Music
- Performance
- Visual arts

SOCIAL CHANGE INTENT/VISION OF YOUR WORK. Identify at least one but no more than three social change categories that best represent the nature of your work. Later in the application, you will explain how your artistic practice engages with and expresses the social change intent/vision categories you choose. For more information and questions to consider, refer to guidelines page 5.

- Cultural preservation / restoration
- Economic justice
- Land sovereignty / housing security
- Decarceration
- Environmental justice
- LGBQA social movements
- Demilitarization
- Feminism
- Racial justice
- Disability justice
- Immigrant justice
- Transgender justice / gender self-determination
- Indigenous sovereignty
- Indigenous sovereignty

SHORT DESCRIPTION OF YOUR PROJECT. Provide a brief description of your art for social change project, 1-3 sentences maximum. Make sure it provides a clear, concise summary of what you are proposing.
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 knows 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.

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

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

2. Why is this project important to you?

   Consider: Your motivation for doing this project and its urgency.

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. Explain how your project engages with and expresses this social change vision.

   b) Describe the goals and intended impact of your project, its artistic or cultural content, and how it will create social change. Keep in mind, the panel understands that the ultimate social change you seek may not be the direct outcome of this project; however, they will expect your project to be a step in the direction of the change you seek.

   Consider: How the art creates action – not just for a few individuals, but for communities and movements for systemic change.
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?
   *Consider: Who you are and why you are working with this community/audience.*

5. How does the project engage the audience(s) or communities you are working with? How are you responding to and re-imagining your project and the ways you work in and with community due to COVID-19? If your project takes place outside of the Greater Philadelphia region, explain how you will make a connection to the region and engage audiences here.
   *Consider: How the community is involved in the project and how they – and the region – will be impacted.*

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?
   *Remember: Leeway believes social change work happens through relationships. Provide context about your relationship and how it will benefit the project.*

*Note: A completed Change Partner Form is required. Without it your application is incomplete and will not be considered for funding.*
**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, artist and participant stipends, transportation) is considered a project expense. Make sure that everything listed in the budget is clearly connected to what you described 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.**

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<th>Project expenses</th>
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</table>

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
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 and/or trans* 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. For more information, refer to guidelines page 3.
- 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 preferred 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 preferred name and submitted materials for publicity purposes.

Signature (legal name) __________________________ Date ________
2021 Art and Change Grant Change Partner Form

You have been asked to serve as a Change Partner for a 2021 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 can live within or beyond the Greater Philadelphia Area and may include mentors, editors, art spaces, theaters, nonprofit organizations, dance studios, radio stations, and production companies.

Hard-copy Change Partner Forms with your original signature can be dropped off at our office – or completed online at leeway.org/ACG. Change Partner forms cannot be accepted via email. If you have any questions or need assistance, 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

County (choose one):

- Bucks
- Camden
- Chester
- Delaware
- Montgomery
- Philadelphia
- I don’t live in Greater Philadelphia

Neighborhood

Email address

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 (e.g., based on relationships, skills, experience, etc.)?


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


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 vision/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 organization 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.

Signature  (legal name)  Date