



# Art and Change Grant Guidelines 2014

The Art and Change Grant provides project-based grants of up to \$2,500 to women and trans\* artists and cultural producers living in the Delaware Valley to fund art for social change projects.

## 2014 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 completed prior to the grant deadline.

March 1 • August 1

These are not postmark deadlines; applications 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

### **If submitting a hard copy application**

Drop off or mail applications to:

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

### **If submitting an online application**

Applications may be submitted online at [www.leeway.org/apply-for-grants](http://www.leeway.org/apply-for-grants). Applications must be received by the deadline date. If you do not receive an email confirmation upon submission of your online application, it has not been successfully submitted.

## LEEWAY'S OTHER GRANTMAKING PROGRAM

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 the Delaware Valley who have created art for social change for five years or more. The Transformation Award stage 1 deadline is May 15, 2014.

## CONTACT INFORMATION

PHONE: 215.545.4078  
EMAIL: [info@leeway.org](mailto:info@leeway.org)  
WEBSITE: [www.leeway.org](http://www.leeway.org)  
TWITTER: [@leewayfound](https://twitter.com/leewayfound)  
FACEBOOK: [facebook.com/LeewayFoundation](https://facebook.com/LeewayFoundation)

*\*We use the term "trans" in its most inclusive sense, as an umbrella term encompassing transsexual, transgender, genderqueer, Two-Spirit people, and more generally, 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

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. Leeway supports artists involved in art for social change that positively affects and respectfully engages communities and audiences.

## 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
- 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 completed prior to the application deadline.

You are eligible to apply if you:

- Live in Bucks, Camden, Chester, Delaware, Montgomery, or Philadelphia County
- Are a woman or trans\* person
- Are at least 18 years old
- Have an artistic project for social change
- Have a Change Partner (see guidelines 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 guidelines page 3)
- Have been granted \$2,500 in Art and Change Grants in the current year
- Have received a 2012 or 2013 Leeway Transformation Award
- Have not turned in all reports due from previous Leeway grants and awards

## YOUR CHANGE PARTNER

Most art and social change work happens through relationships and working with others. A Change Partner is either: 1) a member of the community 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 way. Eligible Change Partners may include: mentors, editors, collectives, art spaces, theaters, nonprofit organizations, dance studios, radio stations, and production companies.

Change Partners cannot benefit financially from the grant.

Your application must include a Change Partner Form (original signed by your Change Partner, no copies) addressed to the review panel, detailing:

- The Change Partner's relationship to you or your project/opportunity and the community in which you are working
- Why this project is important, and why and how the Change Partner is involved
- The dates of the project
- The Change Partner's contact information

*Change Partner Forms are available online at [www.leeway.org](http://www.leeway.org).*

## AGE AND RESIDENCY DOCUMENTATION

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. **Note: You must submit documentation for both age and residency.**

Age — For proof of age, include a clear photocopy of one of the following: driver's license, passport, birth certificate, non-driver's identification card, voter registration card, or immigration registration card or papers.

Residency — For proof of current residency, include a clear photocopy of one of the following: utility bill, rental agreement, mortgage agreement or payment, house deed, tax return, or other documentation of residency. Residency documentation should match the address you listed on page 1 of the application.

*Note: If submitting online, you can upload a digital scan (.pdf or .jpg) of your age and residency documentation or you can mail it in or drop it off.*

If you do not have any of the above documents or have concerns about submitting them, please call 215.545.4078 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 you must turn in any outstanding reports for past grants or awards. Your report should outline what you were able to accomplish with the grant, even if the project changed or you were not able to complete it.
2. The Art and Change Grant limit per individual artist per year is \$2,500. For example, if you are granted \$1,000 in one 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 are encouraged to apply for different phases of a single project.
4. You may apply for and receive both an Art and Change Grant and the Transformation Award in the same year.

## COLLABORATION: APPLYING WITH OTHER ARTISTS

You may apply collaboratively with one or more artists for the Art and Change Grant. However, applicants may only apply once per cycle, whether submitting as a part of a collaboration or as an individual.

- Each co-applicant must meet Leeway's basic eligibility requirements (guidelines pages 2-3).
- Indicate in the Artist Information section (application page 1) 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).
- Each co-applicant must provide age and residency documentation.
- Co-applicants must submit one joint form for each of the following: project description, project budget, and Change Partner.
- All application materials must be submitted together in one envelope.
- If you receive the grant, the grant check will be issued to the collaboration's main contact.

## GRANT STATUS NOTIFICATION

Grant notification letters are mailed approximately eight weeks after the application deadline. Prior to receiving the grant check, grantees must fill out a W-9 tax form and provide their legal name. Contact Leeway staff if this presents any difficulties for you.

Applicants who do not receive a grant may contact Leeway staff for panel feedback.

## REPORTING REQUIREMENTS

- 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 involved.
- Report forms are mailed to you with your award letter and are also available online.

## Social Change Intent/Vision

We ask you to identify up to **three** social change categories that best describe the intent or vision behind your project. These categories are not meant to force you into a box. They are intended to enable us to organize grantees around social change issues and help us analyze and evaluate the effectiveness and impact of our outreach and grantmaking.

If your issue is not listed below or you have questions about which categories to choose, call the Leeway staff at 215.545.4078.

- Cultural preservation
- Disability justice
- Displacement, migration, and immigration
- Economic justice
- Ending war: militarization, criminalization, and mass incarceration
- Environmental justice
- Feminism
- Indigenous sovereignty/rights
- LGBTQI social movements and transgender justice/gender self-determination
- Racial justice

## Artistic Disciplines

We ask you to choose the primary category that best represents your project. This will allow us to group applicants by discipline for the purpose of evaluating our programs.

We recognize that these disciplines may feel narrow, but they are not meant to limit you. They are intended to enable us to organize grantees within a set of “high-level” disciplines and to help us analyze and evaluate the effectiveness and impact of our outreach and grantmaking. The application provides an opportunity for you to talk more about the multi-disciplinary or hybrid nature of your work, should you feel constrained by these categories.

You have the option of choosing a primary category as well as a secondary category on the application. Below is a list of categories and examples of disciplines that might fall within them. If your disciplines are not on the list or if you have questions about which category to choose, call the Leeway staff at 215.545.4078.

### CRAFTS & TEXTILES

Book Art  
Costume Design  
Crocheting  
Doll Making  
Fashion Design  
Furniture Making  
Knitting  
Puppetry  
Quilting  
Scenic Design  
Sex Toys  
Weaving

### MEDIA ARTS

Animation  
Audio Documentary  
Documentary  
Film  
Interactive Design  
Multimedia  
New Media  
Podcast  
Video  
Web-based Work

### PERFORMANCE

Acting  
Dance  
Movement  
Musical Theater  
Oral History  
Performance Art  
Spoken Word  
Theater

### FOLK ART

Capoeira  
Culinary Art  
Hair Braiding  
Heritage Gardening  
Storytelling  
Traditional Dance  
Traditional Music

### MUSIC

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

### VISUAL ARTS

Cartoon/Comic Illustration  
Digital Art  
Drawing  
Graphic Design  
Illustration  
Installation  
Mixed Media  
Murals  
Painting  
Photography  
Printmaking  
Screenprinting  
Sculpture

### LITERARY ARTS

Creative Nonfiction  
Creative Writing  
Playwriting  
Poetry  
Prose  
Short Stories

### MULTI-DISCIPLINARY

Please be advised that this category is for artists/projects in which multiple disciplines are key to the execution and integral to the success of the work.

**If you choose multi-disciplinary, do not choose a secondary discipline.**

## Examples of Previous Art and Change Grantees

Refer to our website 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.

## Things to Remember When Filling Out Your Application

- You must answer all questions. Incomplete applications will not be considered for funding.
- An application is considered incomplete without residency and age documentation.
- Your final application must have your original signature and contain a Change Partner Form with an original signature. No photocopied signature pages will be accepted.
- If you prefer to use your own paper instead of the application, make sure to use standard-size letter paper (8.5" × 11") with a minimum of .75" margins. Use 11-point font or larger (anything smaller will not be considered for funding), use one side of each page, and make sure your name is on each page.
- Space on the application is limited, so be clear and concise in all your answers.
- It is recommended that you ask someone unfamiliar with your work to read your application for clarity.
- If you have questions, need help with translation, or want feedback on your project idea or application, attend an applicant support session or contact the Leeway staff by phone or email.

## Helpful Hints

### ARTIST INFORMATION SECTION (APPLICATION PAGE 1)

- You must fill out this section completely, including your neighborhood, county, artistic discipline(s) of your project, start and end date(s) of your project, and the project's location (i.e., a particular neighborhood, county, or institution). If you are not applying as a collaborator, you may leave this space blank.
- Provide your artist name or preferred name as well as your legal name. These may be the same name.
- Your preferred name will be used in all publicity or public materials should you receive a grant.
- Your legal name refers to the name by which you are legally recognized and may be the name associated with your Social Security number or bank account. This name will be kept strictly confidential among the Leeway staff and review panel and will not be shared or associated publicly with your preferred name if the names differ.
- If your project involves significant collaboration with another artist, follow the instructions for collaborations on page 4 of the guidelines.

### EXPERIENCE SECTION (APPLICATION PAGE 4)

- The panel will look at this section to get a sense of your past art for social change work, your approach to your work, and its impact.
- Share information about your art for social change work that is relevant to your project. If you do not have direct experience, share information that shows how your work has led you to this project.
- You must include a minimum of four and no more than 10 experiences, as well as the dates of each experience (dates may be approximate). Experiences can be artistic, personal, political, or professional in nature. The review panel values experiences that are often not included in traditional resumes and knows that these experiences can be defining moments for an artist.
- Your highlighted experience should be the most compelling to you in terms of its relationship to the project you are proposing in this application.

### PROJECT DESCRIPTION (APPLICATION PAGES 5-6)

The review panel will look at this section to get a sense of the following:

- The project's potential to have a social change impact (how your art will create social change or how it is one step toward long-term change).
- Whether from inception, a vision and intent for social change was central to your project.
- Your motivation for wanting to do this art for social change project.
- Why you decided to work with this particular audience, group, or community.
- What role that audience or community plays in the project.
- What impact you expect to provide to the Delaware Valley region.