

APPLICATION GUIDELINES

ELIGIBILITY Artists with professional standing in their fields, as well as emerging artists, are eligible for residencies. Disciplines include Architecture, Film/Video Arts, Interdisciplinary Arts, Literature & Drama, Music Composition, and Visual Arts. There are no residency fees. Grants for travel to and from the ART WORKS are available based on need. Financial aid for artists may be available through a special grant from your state art agency or a foundation.

NONDISCRIMINATION The ART WORKS encourages artists from all backgrounds to apply. It does not discriminate against anyone on the basis of age, race, handicap, sex, religion, marital status, or national origin in its admission policies or in access to its programs and activities. It is the policy of The ART WORKS Project in Johnstown! that no one with the AIDS virus, ARC, or HIV shall be denied admission as long as he or she is otherwise qualified. An amplification of this policy is available from the ART WORKS. The ART WORKS offers barrier-free access in the building and some studios.

ADMISSIONS PANELS Acceptance is based on the evaluations of our Admissions Panels, which are comprised of a revolving group of distinguished professionals in each artistic discipline.

REFERENCES List the names and addresses, with ZIP CODES, of two authorities in your field who are familiar with you and your work. The ART WORKS will contact them by mail. References are confidential and will be kept on file; updates are required after five years.

REAPPLICATION All applicants should submit complete applications, including **recent** work samples. Reapplication within a year is not permitted unless you have been waitlisted. Applicant should be aware that when two applicants are rated equally and have similar space requirements, preference is given to the artist who has not yet been to the ART WORKS.

COLLABORATIONS Artists collaborating on a project must submit individual application forms, but may submit a joint description of the work they intend to do at the ART WORKS in Johnstown! The individual application scores of all participants in a collaboration are averaged, and that final result determines admissions status. Please specify your workspace needs.

PETS are not allowed at the ART WORKS.

NO SMOKING in the ART WORKS or within 25 feet of its perimeter.

WORK SAMPLE REQUIREMENTS

ALL DISCIPLINES Work completed within the past four years is requested unless otherwise noted. Indicate date of completion on work sample. If you are unable to submit new work for the panel to review, please attach a note of explanation.

ARCHITECTURE & LANDSCAPE ARCHITECTURE If you intend to work on a text, please submit three sets of a published article or a ten-page sample of writing related as closely as possible to your proposed work. If you are proposing a design project, please submit three sets of drawings or images (slides, photographs, or photocopies) of two finished projects. Please include a clear explanation of significant features.

MUSIC COMPOSITION Send two clearly reproduced scores, one of which was completed within the last five years, along with a complete recording of each piece on audio cassette (one piece per cassette) or compact disc (one movement per track). Label each sample with your name, the title, duration, and date of composition, as well as style of music, performers, and software (if applicable) used in the creation of each piece. However, if you would like the panel to listen to something other than the beginning of your piece, clearly mark the score where you would like the panel to start listening. If the piece is on a cassette tape, cue the tape to the listening point.

FILM/VIDEO ARTS Send two different film or video samples on DVD or ½" VHS tape (one sample per tape, NTSC format with running times clearly marked). Film/Video Scriptwriters: send three copies of one script with a treatment.

INTERDISCIPLINARY ARTS Send two different work samples on DVD, ½" VHS tape (one sample per tape, NTSC format), slides, CD-ROM, audio or other documentation of your work. If submitting a script, please send four copies. Please be clear and specific about the work submitted for review as well as your proposed project.

VISUAL ARTS Send five color slides: 35 mm standard mount for Kodak Carousel Projector. 3-D artists may submit up to ten slides, as necessary to show detail. **INCLUDE ON EACH SLIDE:** your name, an arrow-indicating top, and a number (1-5). On a separate sheet of paper, identify slides by number, title, medium, size, and year of completion. Do not send previously submitted slides. Work samples can be submitted electronically as JPEGs on a disc.

LITERATURE & DRAMA Your writing sample should be work completed in the past four years and representative of the genre in which you intend to be working at the ART WORKS. Applicants are encouraged to submit a work-in-progress along with a sample of a finished work. All prose manuscripts should be printed single-sided and double-spaced in an easily readable font. Put your name on each set of work.

Poems	Six to ten poems. Six copies.
Fiction	Two or three chapters/sections of a novel (20-30 pages) or two or three stories. Six copies.
Nonfiction	Two or three essays or articles. Six copies.
Books	In any of the above genres, you may send one copy of a published book plus five photocopied sets of six to ten poems, 20-30 pages, or two to three essays; or you may send three copies of a book plus three photocopied sets.
Playscript	A complete playscript. Three copies.
Translation	Follow the guidelines above, but include both the original text and the translation. Writers working in a language other than English should send work in the original language plus an English translation.
Libretto	Complete or excerpted score, accompanied by audio tape whenever possible. Three copies.

OTHER ARTISTS If your project does not fall clearly within one of the above disciplines, contact the Admissions Coordinator to discuss an appropriate work sample.

PROCESSING FEE A nonrefundable processing fee of \$20 is required with each application. Make money order, traveler's check, or personal check payable to The ART WORKS Project in Johnstown! Please do not send money via Western Union or Money Gram.

MAILING Send the completed application form, project description, fee, work samples, and self-addressed stamped envelope (SASE) to the Admissions Coordinator, The ART WORKS Project in Johnstown! by mail, FedEx or other express service.

NOTIFICATION You will be notified of the panel's decision approximately ten weeks after the deadline for your application period. If you have any questions about the application process, please contact the Admissions Coordinator by phone 814-536-5399.