

Folk Arts Apprenticeship (FAA)

Rhode Island State Council on the Arts - Individuals

APPLICATION OVERVIEW

Welcome to the “FOLK AND TRADITIONAL APPRENTICESHIP (FAA)” application. To help you complete the application, we have included instructions, explanations, and links to more information.

There are three parts to the application:

- 1. BEFORE YOU START THE APPLICATION** answer the eligibility questions to determine if your project is eligible for RISCA funding.
- 2. INFORMATION FOR THE PANEL** where you share the details of your project with the panel who are making funding recommendations.
- 3. INFORMATION FOR RISCA STAFF** where you will share information that RISCA is required to collect and have on record when granting state and federal funds.

If you have questions that can't be answered via the links and information provided in this application, do not hesitate to reach out to Elena Calderón Patiño, Arts & Cultural Sustainability Program Director at Elena.Patino@arts.ri.gov Let's get started!

Guidelines and Template Forms

Quick links to templates and other resources that may be needed and/or useful for this application.

- [Folk and Traditional Apprenticeship \(FAA\) Guidelines](#) (PDF) - For reference. Please be sure to review the entire document before submitting your application.
- [FAA Evaluation Rubric](#) (PDF) - For reference. This is the rubric panelists will use when evaluating your application.

BEFORE YOU START APPLICATION - ELIGIBILITY QUIZ

All applicants to the Folk Arts Apprenticeship Program must contact Elena Calderón-Patiño to discuss their application before the deadline. Applicants who need assistance completing an application and/or who require the assistance of an interpreter should call or email Elena as well. Email: elena.patino@arts.ri.gov.

- Past Grant recipients may not reapply for RISCA support unless all final reports for previous awards have been submitted according to grant contract guidelines.
- Folk Arts Apprenticeship grant recipients must show evidence of a completed public component.

- Individuals may not apply for a Folk Arts Fellowship and a Folk Arts Apprenticeship at the same deadline.
- Folk Arts Apprenticeship applicants are ineligible to reapply for one fiscal year if they have received funding in this category for three consecutive years.

Are you at least 18 years of age?*

Applicants must be at least eighteen years of age to apply for RISCA funds. (There is no age requirement for apprentices, but apprentices under the age of 16 must submit a parent's or legal guardian's release or permission form as part of the application procedure.)

Choices

Yes

No

If you answered yes, you are still eligible for this grant program! Continue to the next question.

If you answered no, your project is ineligible for this grant program.

Are you a US Citizen or Green Card holder and a resident of the State of Rhode Island?*

You must be a citizen or a permanent legal resident of the United States and a current, legal resident of the State of Rhode Island in order to apply for support from the Rhode Island State Council on the Arts. **You must have established legal residence in Rhode Island for a minimum of twelve consecutive months prior to the date of application.** Rhode Island State Law (§ 44-30-5) defines a "resident" as someone "who is domiciled in this state" or "who is not domiciled in this state but maintains a permanent place of abode in this state and is in this state for an aggregate of more than one hundred eighty-three (183) days of the taxable year."

Choices

Yes

No

If you answered yes, you are still eligible for this grant program! Continue to the next question.

If you answered no, your project is ineligible for this grant program.

Are you a student in an arts degree program?*

Students attending high school or students pursuing undergraduate or graduate degrees in an arts discipline or an arts-related subject area at the time of application may not apply.

Choices

Yes

No

If you answered no, you are still eligible for this grant program! Continue to the next question.

If you answered yes, your project is ineligible for this grant program.

Have you met with Elena Calderón- Patiño to discuss a draft of your proposal?*

All potential Folk and Traditional applicants to the FAA Grant program must contact Elena Calderón- Patiño to discuss their application before the deadline.

Choices

Yes

No

If you answered yes, you are still eligible for this grant program! Continue to the next question.

If you answered no, your project is ineligible for this grant program.

Basic Information

Project Name*

Please enter your folk and traditional art form as your project name.

Character Limit: 100

Project Summary

Please provide a short 3-5 sentence description about your folk and traditional art form. This may be used for publicity purposes.

Character Limit: 400

Amount Requested*

Please enter the total amount you are requesting for your apprenticeship activities. This amount should not exceed \$7,000.

Character Limit: 20

Who are Your Elected Officials?

To look up who your elected officials are, please visit the Rhode Island Secretary of State website: <https://vote.sos.ri.gov>

1. From the dashboard on the RI Secretary of State website, click **“Find a Polling Place”**.
2. **Next, enter the address** in the fields provided (on the voter website) in which your home address (or that of your fiscal sponsor, if you are using one) is located. This must be a street address and NOT a post office box. Click **“CONTINUE”**.
3. On the next page you will see a list of **“Your Elected Officials”**. Please use this list as reference when answering the question below.

U.S. Representative*

Please select your U.S. Congressional District from the list below:

Choices

- 1
- 2

Folk and Traditional Mentor Artist Information

Applicant (Mentor Artist) biographical statement*

File Size Limit: 2 MB

Cultural Affiliation(s) of Mentor Artist(s)*

Character Limit: 250

Background of Mentor Artist. Please be as detailed as possible.

What type of folk and traditional art do you want to teach the apprentice?*

Please describe.

Character Limit: 3000

When did you learn this folk and traditional art form?*

Character Limit: 3000

Where did you learn this folk and traditional art form?*

Character Limit: 3000

How long have you been teaching this art form?*

Character Limit: 3000

Who taught you this folk and traditional art form?*

Name your mentor teachers.

Character Limit: 3000

Describe your relationship to your proposed apprentice.*

Have you worked with the proposed apprentice in the past?

Character Limit: 3000

Apprenticeship Plan. (Please be as detailed as possible.)*

What specific skills or techniques will you teach your apprentice? What is your goal or expected outcome?

Character Limit: 5000

Apprentice Information

Name(s) of Apprentice(s)*

Character Limit: 100

Cultural Affiliation(s) of Apprentice(s)*

Character Limit: 100

Age(s) of Apprentice(s)*

Character Limit: 60

There is no age requirement for apprentices, but apprentices under the age of 16 must submit a parent's or legal guardian's release or permission letter as part of the application procedure.

Under 18 Guardian or Parent Permission Letter

File Size Limit: 5 MB

Apprentice Statement of Purpose*

Please attach an **Apprentice Statement of Purpose** (no more than 2 pages, saved as a PDF or Word doc) from your proposed apprentice, answering the following questions:

- Describe the extent of your familiarity with the traditional art form you wish to pursue during your apprenticeship.
- How, when, where, and with whom did you become familiar with this traditional art form?
- Why do you wish to participate in this apprenticeship? What do you hope to accomplish?
- What are your plans for continuing the traditional art form which you will learn?

Please be as detailed as possible.

File Size Limit: 2 MB

Apprenticeship Plan

Apprenticeship Plan*

This deadline supports projects occurring between January 1 and June 30.

In the space below, please provide a timeline of the Apprenticeship Plan.

Character Limit: 3000

Ownership of Artwork*

If any items are produced as a result of this apprenticeship, who will own them? The mentor/artist? The apprentice(s)? A specific organization or entity?

Character Limit: 500

Follow-up Activities*

All apprenticeships **must** culminate in an event that is open to the public such as a demonstration or exhibit. Describe plans for this event, including date, time, and place. Please note that the final event must take place at a physically accessible site in accordance with ADA guidelines. Failure to include a final public event will make this application **ineligible**.

Character Limit: 3000

Apprenticeship Budget

Applicant can apply for up to \$7,000.

Describe how you will use the RISCA award.*

Examples of what RISCA support may not be used for:

- **Capital projects.** The construction or renovation of buildings or additions to buildings, except for accessibility improvements to cultural facilities.
- **Addressing Debt.** Eliminating or reducing existing debt, or for contributions to an endowment fund.
- Any development efforts, such as social events or benefits.
- **Prizes and awards.** Note: your project having an award or competition component does not make the project ineligible, you just can't use your grant monies for the prize or award. If using an RFP or RFQ process to select artists for a project, RISCA funds can be used to pay artists. In this scenario, these are considered stipends, not awards or prizes, and should be publicly communicated as such.
- **Hospitality expenses.** This includes food and beverages for openings or receptions. Under no circumstances will the purchase of alcoholic beverages be supported. Note: your project can have hospitality expenses; you just can't use your grant monies for hospitality expenses.
- **Expenses outside of the award period.** Your grant award can't be used to cover expenses incurred or activities occurring prior to July 1 or after June 30 in the fiscal year in which the grant has been awarded.
- **Regranting funds.** Applications where the purpose is to "regrant" or award funds using some or all the RISCA grant funds.
- **Undergraduate or graduate school activities.** Activities that are part of a graduate or undergraduate degree program, or for which academic credit is received.

- **Religious activities.** Applications for projects that proselytize or promote religious activities, or which take place as part of a religious service.

Character Limit: 3000

Support Materials Guidelines

Support materials should directly relate to and support your application, with a focus on the three evaluation criteria. Applicants should consult RISCA Folk Arts staff prior to the deadline for assistance in identifying and/or obtaining the appropriate support materials.

- All work submitted for review must have been completed within the three (3) years prior to the application deadline.
- The applicant must be the primary creative force behind the work. Consequently, no other artist may submit the same piece as their own support material at this deadline or in any future RISCA application.

Suggested support materials for your project include:

- Photos, that demonstrate the history of your work as a Mentor Artist.
- Brochures, postcards, catalogs, and other mailings.
- Select press and publicity.
- Sample publications.
- Letters of support from key partners, members of the community, or past apprentices.
- Video clip (2 min max) of you and/or your apprentice answering the questions of why you can work together.

Written documents (which should be uploaded as PDF document) can include:

- Letters of recommendation from community leaders, or community organizations, testimonials about the importance of maintaining this art form.
- Brochures of performance, exhibits, etc.
- Articles or reviews from audiences or community members.
- Press release or articles about the folk artists.

Two or three-dimensional work may include:

- Images of work may include work in an exhibit or performance.
- Images of educational programming.

Link to your artist website, if it contains artistic support materials in a clear and accessible way; i.e. titles, media, and year of completion for each piece.

Examples of videos can include:

- Footage of performances or of the artist in the creation of the folk art.
- Footage of the artist talking about their folk-art practice; describing what you do as a folk artist, how you came to learn your art, who taught you, how long and where and for who have you practiced your folk art?
- Footage of the apprentice talking about why you they want to learn this art form.
- Footage of the Mentor folk artist teaching a workshop.

Since applications will be reviewed and scored by panelists on their own, outside of RISCA offices, all support materials must be included in the online application.

UPLOAD REQUIREMENTS:

Images: Submit up to 10 Images of your work through this online application as jpegs. Each jpeg may be as large as 2 MB. We recommend that you size your jpegs as close to 2 MB as possible without going over that size limit. Jpeg files must be numbered to match the supporting materials list and include the artwork title. For example: 1_beaded-bag.jpg or 2_untitled.jpg.

Videos should be uploaded in MP4 format. *Note: Large video files can be uploaded to a site such as GoogleDrive, Youtube, or Vimeo. Permission to download or a password to download must be given.*

Audio files must be uploaded in MP3 format.

Note: Please limit audio and video clips to no more than 2 minutes. (If a sample is longer than two minutes, please indicate start and end times for the clip you would like the panel to review.)

PLEASE NOTE: The online system can accommodate images, text documents, video, and audio in most formats, however there is a 2 MB per file limit and a 25 MB limit for ALL support materials combined.

If you have trouble uploading or submitting media, contact elena.patino@arts.ri.gov at least 48 hours prior to the deadline.

Support Materials Upload

Applicant (Mentor Artist) resume or CV*

File Size Limit: 2 MB

URL Link #1

Character Limit: 2000

Password (if needed)

Character Limit: 25

URL Link #2

Character Limit: 2000

Password (if needed)

Character Limit: 25

URL Link #3

Character Limit: 2000

Password (if needed)

Character Limit: 25

Support Material #1

File Size Limit: 2 MB

Support Material #2

File Size Limit: 2 MB

Support Material #3

File Size Limit: 2 MB

Support Material #4

File Size Limit: 2 MB

Support Material #5

File Size Limit: 2 MB

Support Material #6

File Size Limit: 2 MB

Support Material #7

File Size Limit: 2 MB

Support Material #8

File Size Limit: 2 MB

Support Material #9

File Size Limit: 1 MB

Support Material #10

File Size Limit: 1 MB

Support Materials List Upload

Support Materials List*

Please upload a numbered list (saved as a PDF or Word document) of all support materials you are submitting with your application. For artistic samples, please include title, materials, and year of completion. Also list the letters of support and any additional materials you have submitted.

File Size Limit: 1 MB

Data for Federal and State Reporting

Answer the following questions to the best of your ability. This information will not affect how your application is evaluated but is necessary for reporting on our applicants to the federal and state government. Your program director will review the information here and reach out if they have any questions when it is time to create and file reports.

Applicant Discipline*

Select the primary numeric code that best describes your main art form (for Folk Arts, choose "12 Folk/Traditional Arts").

Choices

- 01 DANCE
- 02 MUSIC
- 03 OPERA/MUSICAL THEATRE
- 04 THEATRE
- 05 VISUAL ARTS
- 06 DESIGN ARTS
- 07 CRAFTS
- 08 PHOTOGRAPHY
- 09 MEDIA ARTS
- 10 LITERATURE
- 11 INTERDISCIPLINARY
- 12 FOLK/TRADITIONAL ARTS
- 13 HUMANITIES
- 14 MULTIDISCIPLINARY
- 15 NON-ARTS/NON-HUMANITIES

NEA Primary Strategic Outcome/Objective*

Choose one item that best describes the PRIMARY strategic outcome associated with the project.

Choices

- A. Creation: the portfolio of American art is expanded
- B. Engagement: Americans throughout the nation experience arts

- C. Learning: Americans of all ages acquire knowledge of skills in the arts
- D. Livability: American communities are strengthened through the arts
- E. Understanding: public knowledge/understanding about the contribution of the arts are enhanced

Project Discipline*

Please choose the same selection you made for Applicant Discipline.

Choices

- 01 Dance
- 02 Music
- 03 Opera/Musical Theatre
- 04 Theatre
- 05 Visual Arts
- 06 Design Arts
- 07 Crafts
- 08 Photography
- 09 Media Arts
- 10 Literature
- 11 Interdisciplinary
- 12 Folklife/Traditional Arts
- 13 Humanities storytelling)
- 14 Multidisciplinary
- 15 Non-Arts/Non-Humanities

Type of Activity*

Please select "25 Apprenticeship/Internship."

Choices

- 01 Acquisition
- 02 Audience Services
- 03 Award/Fellowship
- 04 Creation of a Work of Art
- 05 Concert/Performance/Reading
- 06 Exhibition
- 07 Facility Construction, Maintenance, Renovation
- 08 Fair/Festival
- 09 Identification/Documentation
- 10 Institution/Organization Establishment
- 11 Institution/Organization Support
- 12 Arts Instruction
- 13 Marketing
- 14 Professional Support - Administrative
- 15 Professional Support - Artistic
- 16 Recording/Filming/Taping
- 17 Publication
- 18 Repair/Restoration/Conservation
- 19 Research/Planning
- 20 School Residency
- 21 Other Residency

- 22 Seminar/Conference
- 23 Equipment Purchase/Lease/Rental
- 24 Distribution of Art
- 25 Apprenticeship/Internship
- 26 Regranting
- 27 Translation
- 28 Writing About Art
- 29 Professional Development/Training
- 30 Student Assessment
- 31 Curriculum Development/Implementation
- 32 Stabilization/Endowment/Challenge
- 33 Building Public Awareness
- 34 Technical Assistance
- 35 Web Site/Internet Development
- 36 Broadcasting
- 99 None of the Above

Arts Education*

Use this field to describe the arts education component of your project, according to the following definition: "An organized and systematic educational effort with the primary goal of increasing an identified learner's knowledge of and/or skills in the arts with measurable outcomes. "This would mean that you have a relationship with a school/group of schools that involves program planning in conjunction with State curriculum goals, as well as ongoing coordination between the artist and school teachers/administrators. This field pertains to percentage of students participating in organized educational programming, not simply the number of youth participating in the project.

Choices

- 01 50% or more of project activities are arts education
- 02 Less than 50% of project activities are arts education
- 99 No arts education

Grantee Race

Our federal funders require that we collect information on grantee race/ethnicity. Providing this information now is optional. If you respond, please select the most appropriate choice from the list below. (Please note that if you do receive RISCA funds, this information will be required in your final report.)

Choices

- A Asian
- B Black/African American
- H Hispanic/Latino
- N American Indian/Alaska Native
- P Native Hawaiian/Pacific Islander
- W White

Assurances Page

The applicant agrees to abide by all the General Terms and Conditions and Assurances. By submitting your application you are agreeing to abide by all of these federal and state terms and conditions if you receive support from RISCA. The applicant understands that all grant applications are considered on a competitive basis. No applicant is guaranteed funding at any level, even if all basic criteria have been met. Prior funding does not guarantee support in current or future years. The applicant understands that all RISCA grant award programs are contingent upon the availability of funds from the General Assembly of the State of Rhode Island and the National Endowment for the Arts, a federal agency.

The applicant will assure that it and any organization assisted by it will comply with Titles I - IV of the Americans with Disabilities Act of 1990 (PL 101-336), as amended, Title VI and VII of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., PL 88-352) as amended, Sections 503 & 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Equal Employment Opportunity Act of 1972 (PL 92-261), Rhode Island Executive Order #19, 1977, and where applicable, Title IX of the Education Amendments of 1972 (20 U.S.C. 1681 et seq.), to the end that no person in the United States shall, on the grounds of race, color, religion, sex, age, national origin, handicap, or sexual orientation, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity for which the applicant received financial assistance from the Council.

It is understood by the applicant and the Rhode Island State Council on the Arts (RISCA) that RISCA reserves the right to use any text, photographs, audio, or video submitted as part of this application for limited non-commercial educational or promotional use in publications or other media produced, used or contracted by RISCA including, but not limited to: brochures, invitations, newsletters, postcards, websites, etc.

The applicant will certify that the information contained in this application, including all attachments and supporting materials, is true and correct to the best of their knowledge, and that the applicant is an eligible organization as specified in the guidelines.

The applicant will certify that the filing of this application has been authorized by the governing body of this applicant, and the person submitting this application has been duly authorized to file this application for and in behalf of said applicant, and otherwise to act as the authorized representative of the applicant in connection with this application.

By checking this box I agree to all of the above:*

Choices

I agree to the above Assurances