

Folk and Traditional Arts Apprenticeship_FAA_FY26

Rhode Island State Council on the Arts - Individuals

Guidelines and Template Forms

Quick links to useful resources and required templates.

Resources:

- Folk and Traditional Arts Apprenticeship Guidelines (RISCA website) - For reference.
- Evaluation Criteria (PDF) - For reference.

Templates:

- Apprenticeship Lesson Plan Template (Excel) - Required.
- Work Samples List Template (Word) - Required.

Applicants who need assistance completing the application and/or who require the assistance of an interpreter should contact Elena Calderón Patiño via email at elena.patino@arts.ri.gov.

Info for RISCA Staff: Eligibility Checklist

Eligibility Checklist*

Select all that apply, see grant guidelines for definitions:

Choices

I am a legal resident of the United States.

I have lived in Rhode Island for more than one year as of the date of this application.

I am over 18 years of age.

I am not currently enrolled in an arts degree seeking program or attending high school full time.

This is not a project of a nonprofit or organization.

This project is not receiving direct funding from another RISCA grant

This organization is not applying for another RISCA grant at the same deadline.

This project is not receiving funding from an organization receiving RISCA GOSO support.

This project is taking place in an ADA* compliant location.

I am a practicing folk and/or traditional artist.

I am not a RISCA staff or council member.

I am not an immediate family of a RISCA staff or council member.

I am not delinquent in any final report.

I have not received this grant consecutively for the last three years.

* To learn more about what it means to be ADA compliant, click this link to read the NEA's Accessibility: Publications, Checklists, & Resources.

First Time Applicant Requirement:*

All first time applicants to the Folk and Traditional Arts Apprenticeship Program are required to contact Elena Calderón-Patiño, Arts and Cultural Sustainability Program Director, before submitting their application.

Choices

I am a first-time applicant, and I have met with Elena Calderón-Patiño.

I am not a first time applicant.

I will accept partial funding.*

I will accept partial funding. If my application is not selected for full funding, I will accept partial funding. The minimum award will be 50% of the request or \$1,000, whichever is higher. Note: the answer to this question is NOT seen by the panel and does not impact your score.

Choices

YES

NO

Info for Panel: LOGISTICS

Mentor Artist Name*

Character Limit: 250

Apprentice(s) Artist Name*

Character Limit: 250

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

What is the Cultural Affiliation(s) of Mentor Artist(s)?

Character Limit: 150

Cultural Affiliation(s) of Apprentice(s)*

Character Limit: 150

Age(s) of Apprentice(s)*

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.

Character Limit: 2

UPLOAD: Guardian permission letter (saved as PDF).

If the apprentice is under the age of 18 year of age, a signed Guardian Permission Letter is required.

File Size Limit: 5 MB

Project Name*

A two-to-five-word title of the type of Folk Art you will be teaching.

Character Limit: 100

Project Summary*

Please describe your apprenticeship project in 2-3 sentences. NOTE: This summary description will be used in

public records, so use language that clearly explains the apprenticeship.

Character Limit: 500

Amount Requested*

Please enter the total amount you are requesting for your apprenticeship activities. You can request up to \$7,000, Numerals only. Round to the nearest dollar, between \$500 and \$7,000.

Character Limit: 20

When will this apprenticeship take place?

Note this project must take place within the RISCA fiscal year July 1–June 30.

Apprenticeship Start Date:*

Character Limit: 10

Apprenticeship End Date:*

Character Limit: 10

Apprenticeship Location*

Where will this apprenticeship take place? Please list the venue name and address (e.g. ABC Street, Providence, RI 02903). If you have not confirmed the location yet, please give us as much information as you can.

Character Limit: 250

UPLOAD: Apprenticeship Lesson Plan (saved as PDF).*

List the dates and specific skills or techniques you will teach your apprentice during this time period.

File Size Limit: 5 MB

Metrics for Success (check all that apply).*

What are the goals of this project, and what will you be measuring? Please select all that apply, note that your project should NOT have all of these as goals.

Choices

Learning about a certain folk art dance step or dance performance.

Learning about a certain folk art musical rhythm or technique, or songs.

Learning about a folk artwork materials or techniques.

Completion of specific piece(s) of folk artwork.

Other – if applicable

Other - if applicable.

Character Limit: 250

Budget*

Choices

All funds will be allocated to the mentor artist's teaching time.

I understand and agree that RISCA funds will not be used for:*

- Capital improvement projects, like the construction or renovation of buildings or major permanent equipment purchases.
- Addressing, eliminating, or reducing existing debt or for contributions to an endowment fund.
- Development or fundraising, such as social events or benefits or any fundraising expenses.
- Entertainment and hospitality, including expenses for activities such as receptions, parties, galas, etc. Specific costs that have a core programmatic purpose and are included in your budget may be allowable.
- Prizes and awards for an event, person, and/or organization.
- Regranting the funds to other artists or organizations through an application or award process.
- Activities that are associated with a graduate or undergraduate degree program or for which academic credit is received.
- Applications for projects that proselytize or promote religious activities, or which take place as part of a religious service.
- Programming, performances, and exhibitions unavailable and/or inaccessible to the public. This includes programming that occurs in a space that does not comply with the Americans with Disabilities Act.
- Expenses incurred or activity happening outside of the award period.

Choices

YES

NO

Info for Panel: MENTOR ARTIST - ARTISTIC VIBRANCY & IMPACT

Folk and Traditional Art Form Experience*

Describe in detail the extent of your familiarity with the traditional art form that you wish to teach your apprentice?

When, where, how long, and from whom did you learn this folk and traditional art form?

Character Limit: 2500

UPLOAD: Mentor Artist Resume (saved as PDF).*

Maximum one page saved as PDF only.

File Size Limit: 5 MB

UPLOAD: Mentor Artist Statement (saved as PDF).*

Maximum one page saved as PDF only.

File Size Limit: 5 MB

LINK: Mentor Artist website, if available.

Character Limit: 2000

LINK: Mentor Artist social media, if available.

Character Limit: 2000

LINK: Mentor Artist Creative Ground profile, if available.

Character Limit: 2000

UPLOAD: Work Samples List (saved as PDF).*

Please describe each piece of art, including the title, year, medium, any additional technical details, and 1-3 sentences of context about the piece and how it is meant to be experienced.

Please make sure the support number matches the description number. Use the Work Samples Template provided in the Guidelines and Forms section of the application.

File Size Limit: 5 MB

Art Work Samples: Documentation of up to 5-10 pieces of folk-artform, images of performances, images of mentor artist teaching a class, or lesson, or of mentor artist creating the folk artform, or of the apprentice practicing the folk art etc.

- This may include images (jpegs only), video, audio, and/or writing. Pieces of art include but are not limited to: a short film; dance; a painting; a piece of jewelry; a song; a sculpture; a performance in a public place; a poem; a class/lesson/workshop you taught or work of your students; or a quilt.
- You may submit a maximum of: 10 images; and 10 minutes of video; and 10 minutes of audio; and up to 20 pages of writing.

- Note: You must upload documentation of art in the “Upload” boxes below OR upload documentation of art to a Google Drive folder, open to everyone with the link or link and password.

UPLOAD: Work Sample #1

File Size Limit: 5 MB

UPLOAD: Work Sample #2

File Size Limit: 5 MB

UPLOAD: Work Sample #3

File Size Limit: 5 MB

UPLOAD: Work Sample #4

File Size Limit: 5 MB

UPLOAD: Work Sample #5

File Size Limit: 5 MB

UPLOAD: Work Sample #6

File Size Limit: 5 MB

UPLOAD: Work Sample #7

File Size Limit: 5 MB

UPLOAD: Work Sample #8

File Size Limit: 5 MB

UPLOAD: Work Sample #9

File Size Limit: 5 MB

UPLOAD: Work Sample #10

File Size Limit: 5 MB

LINK: Google Drive folder with Work Samples (optional):

You must include a link to a Google Drive folder with artwork samples if you are not uploading work samples above.

Character Limit: 2000

Password to Google Drive folder, if necessary.

If you do not want to make Google Drive folder password protected, open the folder in Google Drive. In the top right corner, click “Share”. Click "Get shareable link" in the top right of the "Share with others" box. To choose whether a person can view, comment, or edit the file, click the Down arrow next to "Anyone with the link."

Character Limit: 20

UPLOAD: Testimonial or Letter of Support (saved as PDF).*

This can be quotes, a short testimonial, or some other statement from someone familiar with the mentor artist's folk and traditional art form and its impact on the community. Maximum one page, saved as a PDF.

File Size Limit: 5 MB

Info for Panel: APPRENTICE

UPLOAD: Apprentice Artist Statement of Purpose (saved as PDF).*

Please include the answers to the following questions in the statement of purpose letter provided by the apprentice. Maximum one page, saved as a PDF.

- Why are you interested in this type of folk art form?
- Why do you want to work with the mentor artist and what do you hope to learn from the mentor artist?
- What are your plans for continuing the folk and/or traditional art form?

File Size Limit: 5 MB

Final Presentation Location*

All apprenticeships must culminate in an event that is open to the public such as a demonstration or exhibit. 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. Note that you must acknowledge the funding from RISCA during this event in some way.

How will the final presentation (collaboration between the mentor artist and apprentice) provide a positive and purposeful experience for the community?

Character Limit: 2500

Ownership of Artwork*

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

Choices

Mentor Artist

Apprentice

Info for RISCA Staff: CONGRESSIONAL DISTRICT

U.S. Representative District (select 1 or 2).*

To look up your congressional district:

- Visit the United States House of Representatives Find Your Representative page: <https://www.house.gov/representatives/find-your-representative>
- Enter your zip code. If necessary, enter your street address.
- Select the district below, it will be either 1st Congressional district or 2nd Congressional district of Rhode Island.

Choices

- 1
- 2

Assurances Page

The applicant agrees to abide by all the **General Terms and Conditions and Assurances** as outlined at <https://rules.sos.ri.gov/regulations/part/220-30-00-13>, and has reviewed this information prior to submitting this application. 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.

All data, documentation, and material prepared and submitted by the grantee for the fulfillment of the grant contract will remain the property of the grantee. RISCA reserves the right to reproduce grantee products for educational, promotional, and noncommercial purposes, both electronically and in print.

Certification*

The applicant certifies 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 eligible as specified in the guidelines. The applicant agrees to all above conditions.

Choices

YES

NO

Signature*

Enter your full name.

Character Limit: 250

Today's Date*

Character Limit: 10