

# CNY Arts

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**Council on  
the Arts**



## SENATOR JOHN A. DEFRANCISCO YOUNG ARTIST SCHOLARSHIP GUIDELINES 2019

**APPLICATION DEADLINE:** Thursday, June 20, 2019 by 4:00 PM (Round I)

**WHO MAY APPLY:** Students in grades 7-12, residing permanently in the [50<sup>th</sup> NYS Senate District](#)

**AWARD AMOUNT:** \$100 - \$3,000

**PROGRAM PERIOD:** Tuesday, January 1, 2019 – Tuesday, December 31, 2019

### PROGRAM DESCRIPTION

The purpose of the program is to recognize and support gifted young artists currently enrolled in grades 7-12, permanently residing in the 50th NYS Senate District, in their artistic development by providing financial assistance in Advanced or Ongoing Study or Intensive Programs. The scholarship is an opportunity for students to advance in their discipline, further their development and education, and/or increase their exposure. Students must demonstrate a definite talent in the area of arts and culture as well as a minimum of three year's experience in the field. Returning applicants must demonstrate the value and impact of the program on their artistic development.

CNY Arts pay scholarships directly to the institution.

#### I. ADVANCED OR ONGOING STUDY

Continuous classes, instruction or training from qualified individuals in the field to advance artistic knowledge and/or improve technique that meet consistently over an extended period of time.

#### II. INTENSIVES PROGRAMS

A series of classes, instruction, training, or participation in a specific program that meet intensively over a short period of time. Typically, these programs are audition-based and include room and board expenses. Many meet in the summer months.

### FUNDING & ELIGIBILITY

The maximum allowable scholarship request from each applicant is \$3,000. Students may submit up to TWO separate artistic programs for the 2019 cycle, with the total not to exceed \$3,000. Awards may be increased based upon strength of application, program costs, and availability of funding. All programs must be registered and take place in New York state. CNY Arts must approve of any exception prior to submission.

#### ELIGIBLE DISCIPLINES

The scholarship supports all artistic disciplines, including: Dance, Theater, Visual Arts, Literature, Electronic Media & Film, Architecture & Design.

## ELIGIBLE EXPENSES

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Funding may be used towards any of the following expenses. Please note the payment will only be made to the institution directly. Reimbursements are not eligible.

- Tuition
- Private Instruction
- Registration/Participation Fees
- Audition/Application Fees
- Equipment Rental
- Room & Board

## INELIGIBLE EXPENSES

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Funding cannot be provided for the following items:

- The purchase of equipment such as instruments, cameras/lenses, computers, etc.
- The purchase of supplies/materials such as costumes, pointe shoes, sheet music, art supplies
- College/Higher Education tuition and/or room & board (the scholarship may pay for pre-college courses/intensives that advance artistic learning)
- Programs or activities that travel or take place outside of New York State
- Organizations/Businesses/Instructors that are registered outside of New York State
- Travel expenses

## EVALUATION

Awards are based on a competitive panel review process. A panel comprised of artists, and arts administrators review each applicant and program on the basis of its own merits and against others in the application pool. Limited funds are available and priority will be given to applications that meet the criteria and priorities below. Within each funding cycle, review panels make every effort to see that grants are awarded to applicants that reflect diversity of artistic interests and disciplines.

### Evaluative Criteria

- Demonstrated talent of applicant
- Demonstrated merit of arts program
- Benefit to applicant from opportunity

### Program Priorities

- First-time applicants
- Applicants that were declined for scholarship support in 2017 and/or 2018
- Applicants pursuing the arts as a possible career

The panel is composed entirely of individuals with no financial interest in any arts education program that is eligible for funding.

## ARTS INSTITUTION/PROGRAM ELIGIBILITY

The programs listed on the [Trusted Programs List](#) are all approved for consideration in this scholarship program. However, it is just a representative sample. The Young Artist Program will support almost all arts and cultural summer intensives in New York State that meet the criteria below. If the program you are interested in is not listed, you may call CNY Arts before submitting an application. Eligible organizations must:

- Be appropriately registered corporations or nonprofit corporations in the State of New York
- Have at least a three-year history of demonstrating quality youth arts education
- Have a nondiscrimination policy in effect
- Have the funded program support activity which only takes place in New York State
- Total Scholarships in a calendar/fiscal year cannot be more than 25% of an institution's operating budget

## APPLICATION INSTRUCTIONS

Applications must be submitted in their entirety, online only through [Submittable \(cnyarts.submittable.com\)](#) by Thursday, June 20, 2019, at 4:00pm. Late applications will not be considered. No exceptions will be made whatsoever. Anything submitted to CNY Arts outside of Submittable such as email, fax, drop-off, or mail will not be accepted or considered by the review panel.

You will receive an email confirmation shortly after submittal. If you do not receive one, your application has not been successfully received and may not be considered for funding.

## APPLICATION REQUIREMENTS

Please provide the following items, starred (\*) items are required:

1. \*COMPLETED APPLICATION in Submittable
  - a. Young Artist Information
  - b. Parent/Guardian Information
  - c. Reference Information
  - d. Arts Program Information
  - e. Support Materials
  - f. Certification
2. \*YOUNG ARTIST LETTER: A letter from the applicant that explains in their own words how they will benefit from this opportunity and why are the arts important to their life. The letter should not exceed one page and should also respond to the following questions:
  - a. What is your level of competency in your area of study at this time?
  - b. What are your goals for the future in your field of study?
  - c. Describe the program you wish to attend and discuss how the program will support your artistic growth and education.
3. \*SPONSOR LETTER: A letter from the "sponsor" could be a teacher, mentor, or advisor and should reflect the potential of the student's abilities in a specific discipline. Please include an honest critical evaluation of the student and how they have progressed in their art form. Please also respond to the following questions:
  - a. How long have you known the candidate?
  - b. Why do you think the candidate deserves this award?
  - c. Describe the candidate's ability and potential for improvement.

4. \*STUDENT RESUME or a COMPREHENSIVE LIST of:
  - a. Competitions in which you have participated
  - b. Any awards received
  - c. Performances you have participated in
  - d. Other honorary citations
5. PARENT/GUARDIAN LETTER (optional). A letter from the Parent / Guardian including opinions about the following points:
  - a. How would you describe the applicant's progress in his/her field of study?
  - b. How does the applicant show special talents and abilities toward reaching his/her goal?
  - c. Why should the applicant receive this award?
6. OPTIONAL MATERIALS can include:
  - a. Arts Program Information such as promotional materials, acceptance letters, scholarship letters, etc.
  - b. Additional Letters of Support from instructors, advisers, tutors, etc.
  - c. Student work samples that speak to their skills in the field such as videos, audio recordings, artistic images, etc.

#### OTHER KEY POINTS FOR THE APPLICATION:

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Please indicate in the narrative:

- Student is a beginner - Never formally trained, but has potential
- Student is intermediate - Some formal training
- Student is advanced - Several years of formal training.

Program of Study Description: Please include the Organization/Corporation, a contact person to arrange payment, and description of the program of interest with all associated program costs.

Financial Limitations: Will it be a hardship on the family to continue the student's training without some financial assistance? Please be aware this is not a primary criterion.

### RESPONSIBILITIES OF RECIPIENTS

By applying to the Young Artist Scholarship Program, you agree, if awarded, to fulfill the following responsibilities:

- Sign and complete a Program Registration form through Submittable
- Conduct all activities as described in your application and in compliance with the scholarship guidelines
  - Immediately notify CNY Arts in writing regarding changes to your scholarship. All changes to your scholarship are subject to approval by CNY Arts
- Furnish CNY Arts with any requested information about scholarship program or scholarship student
- Send a thank you note to Senator John A. DeFrancisco, and a copy to CNY Arts

### AWARD DISTRIBUTION

Distribution of scholarship awards are contingent upon CNY Arts' receipt of funds from New York state. The funding process is initiated after parents complete a Program Registration form through Submittable and CNY Arts has all required information about the scholarship program to deem them eligible for support.

Please note that CNY Arts will make payments directly to the institution(s) ONLY for eligible expenses. The institution(s) will be responsible for providing an IRS Form W-9 and verifying the invoice(s). CNY Arts reserves the right to request additional information pertaining to the scholarship at any time.

Parents or students are responsible for making payment to the institution if CNY Arts does not receive funds prior to the program's tuition deadline. Once received, the institution can then reimburse parents for the award amount. CNY Arts cannot reimburse families or individuals for expenses.

## CNY ARTS TIMELINE

**Round I: Thursday, June 20, 2019**

**Decisions: Monday, July 15, 2019**



**Funding Arrives and Disbursed: July 2019 - February 2020**

## CONTACT

Please address all questions to:

(315) 435-2155 or [grants@cnyarts.org](mailto:grants@cnyarts.org)

Christopher Malone, Program Manager

Email: [cmalone@cnyarts.org](mailto:cmalone@cnyarts.org)

Liz Lane, Program Director

Email: [elane@cnyarts.org](mailto:elane@cnyarts.org)

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