

Artists Support and Advocacy Committee  
Newburgh Arts and Culture Commission  
ARTIST REQUEST FOR SUPPORT GUIDELINES  
December 20, 2006

ALL REQUESTS FOR SUPPORT LETTERS MUST BE ADDRESSED TO:

Newburgh Arts and Culture Commission  
c/o Artist Support and Advocacy Committee  
P.O. Box ?  
Newburgh, NY 12550

Eligibility Requirements:

- Applicant must be a practicing artist in dance, literature, media, music, theatre or visual arts, or other art related field ; or an organization that supports the arts.
- Artists must reside in Newburgh or in the Newburgh region, or project must be executed in Newburgh region
- All materials must be fully completed and submitted in triplicate.

Levels of Support:

- A. Letter of Support
- B. Specific action in support of the artist/organization
- C. Funding Request; at the present time no funding is available from the Commission. When funding opportunities do emerge, specific instructions for applications will be provided.

REVIEW PPROCESS:

- The Artist Support and Advocacy Committee reviews application for completeness and eligibility
- Following the Artists Support and Advocacy Committee's review, the materials and recommendation to approve or not approve are forwarded to the agenda of the full Commission.
- Arts Commission will approve or disapprove the recommendation. If approved, the action or letter will be developed by the submitted deadline

Requests for support will be reviewed by the following criteria:

- The artist background
  - Why the specific action or letter of support is needed
  - Implications for the fairness and integrity of the Arts and Culture Commission
  - How it will enhance the Arts Commission mission
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## NEWBURGH ARTS AND CULTURE COMMISSION REQUEST FOR SUPPORT

Form must be completed in its entirety.

NAME:

ADDRESS:

TYPE OF ART:

MEDIUM:

DAY PHONE NUMBER:

NIGHT TIME PHONE NUMBER:

CELL PHONE:

EMAIL ADDRESS:

WEBSITE IF APPLICABLE:

1. What specific support is being requested?
2. For what purpose is support needed? Please describe:
3. What is the deadline for support?
4. Do you have support from any other organizations or individuals?

**ALONG WITH COMPLETED INFORMATION SHEET PLEASE SUBMIT THE FOLLOWING:**

- **A professional art resume or curriculum vitae pertinent to your work, the resume must include educational background, professional training, public exhibitions and/or performances critical reviews, awards fellowships. Please include dates.**
- **Submit documentation appropriate to your art form. All visual artists should submit 15-20 labeled slides prints or photographs or CD's of work completed in the last five years-or the location of the website with this material. DO NOT SUBMIT ORIGINAL WORK. Writers may submit writing samples of their work (published and non-published), musicians may submit CD's of their performances.**