



**DC Commission on the Arts and Humanities  
FY17 Grants Live Chat Session  
Friday, May 6, 2016  
3:00 PM – 4:30 PM EST**

**DCCAHA Grants Team**

Welcome. Please stand by. Our Grants Team will be joining in at 3 pm EST. We look forward to your questions.

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**DCCAHA Grants Team**

Good afternoon, Steve here.

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**KCOW**

Hello!

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**DCCAHA Grants Team**

Good afternoon. We are all online and ready for your questions. First poll will be around 3:15 p.m.

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**AB**

Should we just fire away?

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**DCCAHA Grants Team**

Sure. We're ready when you are

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**Amy**

Hi Steve, on the statement of certification, should I fill out my own personal information as "individual authorized to negotiate on behalf of the artist"?

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**DCCAHA Grants Team**

Yes. This just asserts that everything in the application is true so for an individual you can affirm for yourself

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**KCOW**

Hello All, my first question is concerning authorized representatives for various documents, such as The Statement of Certification or Arrest and Conviction for individuals

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**DCCAHA Grants Team**

What's up?

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**Ella**

I am mainly supportive of the new format for submission, but I have noticed one frustration. I have now on several occasions had to retype information even when I have completed all the answers for a given page. Anyone else have this issue?



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**DCCAHA Grants Team**

We have found you have to have placeholder text on every page in order to save but this is also why we suggest you draft on an external document such as Word and then cut and paste your final answers in so you don't lose anything

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**Amy**

Thanks, in the upload dialogue box for work samples, there is a field "description" what info should be entered in that space? Title? All image details?

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**DCCAHA Grants Team**

Hi Amy, this is Regan from the grants team. Please see the Work Sample Addendum...

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**DCCAHA Grants Team**

It will have the full explanation of how to label your images. Additionally, you should attach an image list that includes size, medium, title, etc.

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**K.D.**

I have a question about the criteria for the Letter of Project Site Agreement. What exactly are you looking for? Is it simply a letter confirming the use of the site or a contract with the site?

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**DCCAHA Grants Team**

Demonstration that the site for your project will permit the activity

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**AB**

I'm a sound artist, I do interactive installations and new media work, but I'm also a touring musician, in two bands alongside my solo work. Do I need to delineate these two practices in my application and supplemental materials? Or apply as a multimedia artist?

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**DCCAHA Grants Team**

For a fellowship you might be best served in the media category if you do not feel music is appropriate

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**DCCAHA Grants Team**

Due to the volume of Fellowship applications that we receive (300), we panel Fellowship applications by discipline. We ask applicants to select their discipline, but multi-/interdisciplinary are not options.

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**Ella**

I have begun to do this, but my point is that I have had placeholder text and yet my answers have still deleted.



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**DCCAHA Grants Team**

Okay. There is the support option on the upper right hand corner. Let the programming team know of your frustration as soon as possible and let us know if you don't hear back from them

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**Amy**

Thanks, in the upload dialogue box for work samples, there is a field "description" what info should be entered in that space? Title? All image details?

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**DCCAHA Grants Team**

Generally title and or image number when providing a number of images and referring to them in your work sample narrative

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**Ella**

Thank you I will contact the Program Team and if I don't have a solution back from them, I will let you know.

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**DCCAHA Grants Team**

Great. We have time so let us know.

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**CC**

Hi there, do you have any specific guidance for what a letter of support should include?

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**DCCAHA Grants Team**

Really depends on the program. Can you provide some more specifics? For arts ed it would likely be different for something regarding facilities

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**Amy**

I did review that, and understand that it contains info for the Image Identification list, however I don't see anything in regards to my specific question. I see there is a description of how to label the work, so is that what should be entered into the "description" field?

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**DCCAHA Grants Team**

Please use the recommendation for file name in that field.

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**DCCAHA Grants Team**

For example, 1. DaVinci.Leonardo.Mona Lisa



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**AB**

RE: Sound art/multimedia much of my work is sculptural though, installed in gallery spaces, etc... (e.g. <http://hyperallergic.com/294017/a-cassette-based-symphony-that-erodes-with-time/>) does that still qualify as media?

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**DCCAH Grants Team**

Hi, AB, this is Regan. If your new media work exists more in a gallery space, than, say, a movie theater space, please consider the Visual Arts Cohort.

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**Ella**

If I say that I have X dollars from a source on an Arts Ed. grant, can I use that same \$ source for the matching portion of another grant application or do the funds for this second matching grant need to be separate? For example, \$ from a foundation or a board member donation.

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**DCCAH Grants Team**

We are going to make sure that all expenses are appropriate for each grant but you can mention them at the time of the application in case you're funded for one and not the other

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**K.D.**

For Events and Festivals a Certificate of Insurance is required. Where can I find the requirements for this COI? Is there a term that is required for the COI outside of the festival date?

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**DCCAH Grants Team**

The District needs to ensure there is the proper insurance for each project so it will likely depend on the nature of your project. We still have another Projects, Events and Festivals workshop on Tuesday

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**KCOW**

Who is an authorized officer to certify the clearing of Arrest and Conviction ?

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**DCCAH Grants Team**

A representative from your organization or you as the individual

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**Amy**

I am also interested in the question regarding what a letter of support should contain, in my case it's for the individual visual art grant

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**DCCAH Grants Team**

Hi Amy, The letter should speak to your expertise/mastery/excellence in your field.



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**Amy**

For the individual grant, visual art discipline, can you explain the difference between the 400 word statement, and the 200 word statement?

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**DCCAHA Grants Team**

The 400 word "Work Sample Narrative" is your chance to talk about the specific work samples that you attach to the application. Your 200 word artist statement is your mission as an artist. It should include what you make, why and why it matters to the world.

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**CC**

I'm applying for the artist fellowship program as a poet, so I'm asking a peer and teacher to write one for me. My letter of support is a typical 'letter of recommendation' at the moment.

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**DCCAHA Grants Team**

As long as they speak to your skills as a poet sounds good to me,

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**Ella**

Thanks everyone. This was interesting. I wish everyone luck!

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**DCCAHA Grants Team**

Much appreciated. We're trying a new format to hopefully save folks some time.

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**AB**

Arts fellowship question: What qualifies as an "organization"? And can an applicant who practices as an individual and as part of a collective apply as such, twice in this case?

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**DCCAHA Grants Team**

501(c)(3), land address in DC, DC certificate of incorporation

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**Amy**

In regards to supplemental material, I have a really great City Paper review of a show that I curated. It specifically discusses my positive impact on the local art community, however it's not about my specific artwork-- would this be considered relevant in my visual art application?

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**DCCAHA Grants Team**

Yes. I might provide some contextual information in the form of a cover or paragraph about the review for panelist to see why it's been added



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**DCCAHA Grants Team**

It would be less impactful than a letter or press article that speaks to your artwork. Applicants may have up to 6 support materials, so if you do not have a full six, you could include it additionally.

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**CC**

Thanks! Can someone who was awarded an individual artist fellowship last year apply again this year?

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**DCCAHA Grants Team**

You can

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**DCCAHA Grants Team**

Yes you can -- good luck!

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**Amy**

If I make it to the exhibit phase-- does the work need to be something that was submitted in the application?

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**DCCAHA Grants Team**

Hi Amy,

Not necessarily. If all the work in the application is already, say, sold or is too large for the applicant show (typically 48" in any direction) than we would ask for a different piece.

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**Amy**

Okay, I think I'm ready to sign off.. Thank you so much for answering all millions of my questions!

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**DCCAHA Grants Team**

Good luck and let us know should something else come up.

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**AB**

Last question for me: I'm sure there's a way to get a transcript of this conversation but I'm not seeing it, what's the best way to do that?

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**DCCAHA Grants Team**

We tend to self-destruct these :30 after they are done but seriously we will likely post them on our website either by close of business or Monday

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**CC**

I'm signing off too, thanks and have a good weekend!



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**DCCAH Grants Team**

Much appreciated. Stay dry. We hear the sun is on its way

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**AB**

Perfect thanks

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**DCCAH Grants Team**

Cool! Please feel free to email us if you have additional questions!

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**KCOW**

Thank you team, signing out.. Happy Friday!

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**DCCAH Grants Team**

Have a good weekend.

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**K.D.**

Thank you all! Have a great weekend. Stay dry!

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**DCCAH Grants Team**

Remember our call for panelists as well! <http://dcarts.dc.gov/page/fy17-call-grants-panelists>

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**DCCAH Grants Team**

You may need this!

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**K.O.**

I am interested in getting more information on what grants writers might be eligible for?

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**DCCAH Grants Team**

Hello. You should begin here [http://dcarts.dc.gov/sites/default/files/dc/sites/dcarts/page\\_content/attachments](http://dcarts.dc.gov/sites/default/files/dc/sites/dcarts/page_content/attachments) and concentrate on page 7 to see our opportunities

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**K.O.**

Thank you, but I am looking for specifics and was told I can get them during the live chat. A lot of the grants specified in your materials speak to project based funding. What I am interested in is grants that enable writers to, well, take the time out to write and research. From my limited knowledge of DCCAH and DC artists I am familiar with, I've not seen much of a history of this, is there the space an opportunity for this?



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**DCCAHA Grants Team**

It seems like the best fit for this would be the arts and humanities fellowship. It is not project based but general support for artists and humanities professionals.

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**K.O.**

Great. My concern though would be towards the evaluative process, and how this would be outlined in the application. What would then be the DCAAH's evaluative expectations towards a research and writing project. Publication for instance is a process that might not be completed until 1-2 years after a period of writing and research.

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**DCCAHA Grants Team**

The Fellowship focuses more on work that you have created than work that you will create, so you would want to show some strong recent pieces.

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**K.O.**

Interesting. I'll bear that in mind. Thanks.

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**DCCAHA Grants Team**

Thanks everyone! If you have additional questions, please visit our website, [dcarts.dc.gov](http://dcarts.dc.gov) or contact grants staff directly.

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**DCCAHA Grants Team**

Grants Team Out. See you at our upcoming workshops!