

HAMBIDGE APPLICATION INSTRUCTIONS **1**

1. **APPLICATION MATERIALS** - All of the following materials must be included with the application in order for it to be processed.

- A. Completed application form (Attachment A2)
- B. One-page, Applicants Statement / Proposal, which addresses the concept and direction of work presented, stage of career and why Hambidge is important to your project. If you had a Hambidge residency more than 5 years ago, address what you have achieved since. The final paragraph should be a 2 - 4 sentence explanation of what you plan to work on at Hambidge.
- C. One-page, Summary of Professional Arts / Writing / Compositional, etc. Activities & Achievements; this should include educational background, teaching, publications, exhibitions, awards, honors and other pertinent experience.
- D. A 500-word bio (in addition to Summary of Professional Information).
- E. Names and contact information for three referees. Letters of reference to be sent directly to Hambidge
- F. Check for the non-refundable application fee of \$30 made payable to "Hambidge"
- G. Stamped, self-addressed return envelope for the return of work samples, if necessary (see 2G below). Written work samples will not be returned.
- H. Work samples as specified below.

2. **WORK SAMPLES** should be of recent, representative work according to the applicant's medium.

- A. **Visual Arts** - Send ten examples - any detail images must be included in that number. (Note: CD or DVD is the preferred format for submissions. Images may also be submitted in the form of 35 mm slides in thin frames encased in a plastic sleeve.) All work samples must include the artist's name, title, medium, year and dimensions (in inches) for each work. All submissions must be accompanied by an image-caption list.
- B. **Writers** - Send three copies of, or email, approximately 30 pages of a short story, play, portion of a novel or other written work. Include a synopsis if necessary. Poets should send 3 copies of, or email, 5 to 8 short poems or appropriate excerpts from a longer work. For writers who work in languages other than English, submit both original manuscripts and English translations.
- C. **Musical Composition and Performance** - Send three copies of a readable score and 3 copies of a CD, DVD, or audiocassette recording of the work, clearly labeled with artists name, title of work and date. Please provide a written explanation if necessary.
- D. **Film, Choreography, Performance Art and Video** - Send three copies of video cassettes or DVDs, clearly labeled with artists' name, title of work and date of completion. The segment should be 10 to 15 minutes in length. Include written explanation if necessary.
- E. **Architecture or Landscape Architecture** - Send two project/design examples and no more than four additional detail images of each (Note: CD or DVD is the preferred format for submissions. Images may also be submitted in the form of 35 mm slides in thin frames encased in a plastic sleeve.) All work samples must include the designer's name, project title, year of design or completion and location. All submissions must be accompanied by an image-caption list and no more than two pages of description for each of the two projects.
- F. **Natural, Environmental, or Social Sciences** - Provide curriculum vita and abstracts from recent works and describe areas of research focus.
- G. We are often asked to include Fellows' work in grant applications. Please indicate on your application, if we may keep your work examples for our files. If you would like to have them returned, include a self-addressed, stamped envelope.

If you are a Hambidge Fellow who is reapplying within 5 years, please submit an updated biography and a brief summary of what you have done since your last Hambidge residency, along with a completed, signed and dated application form and a check for the non-refundable application fee of \$30 made payable to "Hambidge."

If you are a Hambidge Fellow who is reapplying after 5 years, submit the materials, which are required for first-time applicants.

HAMBIDGE APPLICATION INSTRUCTIONS **2**

Decisions of the peer review panel are final.
It is the policy of Hambidge not to share comments of peer review panels with applicants.

Our cost to house a resident each week is approximately \$1250, of that sum we ask that the resident pay only \$150 per week. Limited scholarships are available as outlined below.

AVAILABILITY OF SCHOLARSHIPS

Applicants may apply for two scholarships. Supply any documentation or additional information as required in the application.

1. Fulton County Arts Council Fellowship - This fellowship is available to artists of all disciplines who live in **Fulton County, Georgia**. It covers a fully-funded 2-week residency plus a weekly stipend. Please contact Hambidge directly for information. Accepted applicants who receive a Fulton County Arts Council Grant will be required to submit a maximum two-page report that provides a summary of their residency experience. This should be submitted to Hambidge prior to the Resident's departure, but must be received no later than 2 weeks after leaving. The grantee is also required to provide a public service to the people of Fulton county, in the form of a presentation of work completed or, donation of artwork to the Fulton County Public Art Program.

2. Nellie Mae Rowe Fellowship - Judith Alexander established the Nellie Mae Rowe Fellowship in 1995 to encourage the artistic growth of African American visual artists. This Fellowship typically funds a two-week residency. The deadline is September 15th for the year following. Recipients are required to submit a 500-word statement on what they accomplished and/or what the opportunity afforded them within 15 days of the end of the residency.

SELECTION CRITERIA

Peer Review Committees look for individuals who are 18 years or older who have established a professional level of work in the creative arts, and natural and social sciences, as well as those who are emerging, who demonstrate professional promise. Peer reviewers evaluate the merits of submitted work and consider the value, which a residency might have on an individual's work.

FREQUENCY OF RESIDENCIES

Residents may spend a maximum of eight weeks per calendar year at Hambidge. Eight week residencies may only be scheduled in late fall, winter and early spring. This requirement may be waived under extenuating circumstances.

Please note: due to high demand, the maximum length of residencies awarded in June, July and August is four weeks. Applications for one week residencies are not accepted.



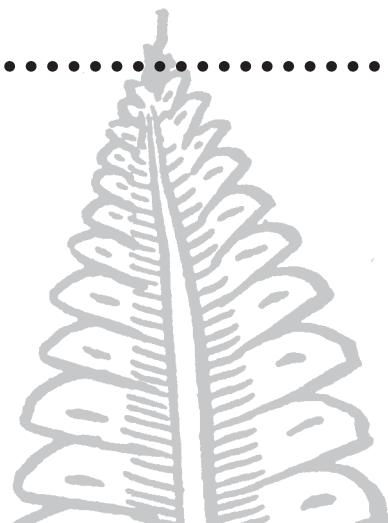
APPLICATION DATES & RESIDENCY PERIODS

JANUARY 15 - SUMMER (May through August)

APRIL 15 - FALL (September through November)

SEPTEMBER 15 - WINTER & SPRING (December through April)

Hambidge is closed during the Month of January



HAMBIDGE RESIDENCY APPLICATION FORM 1

THE HAMBIDGE CENTER FOR CREATIVE ARTS AND SCIENCES

Name

Address

City

State

County

Zip

Country

Email Address

Home Phone

Work Phone

Cell Phone

Fax

Birth Date

Age

Male

Female

TYPE OF APPLICATION

 1st Time Applicant Returning Fellow

Date of Last Residency

Applying concurrently with spouse / Name

Collaborating with / Name

MEDIUM / GENRE (check all that apply)

VISUAL ARTS

 Ceramics Drawing Film & Video Mixed Media Painting Photography

WRITING

 Fiction & Non-Fiction Poetry Play writing & Screenplay

MUSIC

 Composition Performance

DANCE

 Choreography Performance

ARCHITECTURE

 Design Theory

LANDSCAPE ARCHITECTURE

 Design Theory

NATURAL SCIENCE, ENVIRONMENT & SOCIAL SCIENCES

 Projects and Papers

OTHER (Please Specify)

STUDIO NEEDS

 Large painting Music Large Sculpture

Other (Please Specify)

Composers: Do you need a piano?

Will you bring an electronic keyboard?

If you are collaborating with a friend or attending with your spouse will you share a studio/living space?

Do you have special dietary needs, medical conditions or mobility issues that might require special consideration? If yes, please attach a brief explanation.

PREFERRED RESIDENCY PERIOD

Please list first, second and third choice dates for your residency, and make the variation in those dates as wide as possible. Indicate day, month and year of each. Please include the number of weeks. Our scheduling is based on 2 to 8 week residencies, with arrival dates on Tuesdays and departure dates on Sundays. (Eight week residencies can only be granted in late fall, winter and early spring.)

First Choice
Second Choice
Third Choice

| | |

| | |

| | |

#Weeks

#Weeks

#Weeks

Please consider my application for the following financial assistance:
 Nellie Mae Rowe Fellowship

 Fulton County Arts Council Fellowship (This Fellowship is open only to residents of Fulton County, Georgia)

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HAMBIDGE RESIDENCY APPLICATION FORM **3**

REFERENCES - List below, the names and addresses of three people in your field who are familiar with your work and who have agreed to supply letters of reference on your behalf.

1. Name

Address

City State Zip Email Address

2. Name

Address

City State Zip Email Address

3. Name

Address

City State Zip Email Address

Some Fellowship assistance is based on specific qualifications; for this reason, you may wish to provide demographic information. This is not required as part of the application process; however, knowledge of this information assists us as we measure how successful we are at making programs available to a broad group of applicants. Also, we use this information when we apply and report to funding agencies.

DEMOGRAPHIC INFORMATION: (for Hambidge use only)

MARITAL STATUS

Single

Married

RACE/ETHNIC BACKGROUND

African American

Native American

Caucasian

Latino/Hispanic

Asian/Asian American

Other

SIGNATURE OF APPLICANT

Date

(This page must be signed and dated as part of every application.)

MATERIALS CHECK LIST - SEE APPLICATION INSTRUCTIONS

- Completed Application Form (3 Pages)
- Applicant Statement
- Resume/Professional Summary
- Work Examples
- Bio
- 3 Letters of Reference (to be sent by Referees)
- \$30 check/Processing Fee
- Stamped Self Addressed Envelope for return of work samples (if necessary).

Mail to:

Hambidge
PO Box 339
Rabun Gap, Georgia
30568

residents@hambidge.org
www.hambidge.org

