UMEZ Mertz Gilmore Seed Fund for Dance Cycle 3
Full Application

PART 1 of 2: PROJECT PROPOSAL

The questions in Part 1 of the application will give the jury an understanding of your proposed project. The information and materials provided in Part 1 should address the four points of program criteria below, by which the jury will review applications and make recommendations for funding.

1. Artistic merit: The artistic excellence — or the potential for excellence — of the proposed project as well as the merit of the creative team's body of work based on information included in the application and associated work samples.
2. Clarity of project proposal: The cohesiveness of the application and adequate description of all elements of the project.
3. Project feasibility: The appropriateness, effectiveness, and thoroughness of the planning process guiding the proposed activity.
4. Audience engagement: The explicit understanding and description of the audience experience, including project relevance to the intended community, and connection to the applicant's artistic vision and goals.

Reminder: The criteria are not listed in order of priority; each is equally important. Each application will be reviewed based on how it meets a balance of all four criteria.

Part 1 includes four sections:
- A. Application Summary
- B. Narrative Questions
- C. Project Budget
- D. Work Samples

A. APPLICATION SUMMARY
The following questions will give the grant jury a snapshot of your proposed project and provide UMEZ with a few key data points for reporting purposes.

Applicant Name*

Applicant Type*
- ○ Individual Dancemaker
- ○ Dance Collective
- ○ Nonprofit Dance Organization [501(c)3]

Alias or other name used publicly (if applicable)

Applicant website:
If applicable.

Project title*

[ ]

Project summary (100-word limit)*

[ ]

Limit: 100 words

Project type*

☐ Outdoor performance

☐ Indoor performance

☐ Workshop

☐ Education project

☐ Training or youth program

☐ Creative aging project

☐ Humanities project

☐ Other

Select all that apply.

Number of dance artists participating in this project*

Name of primary project venue*

[ ]

Primary project venue Community District (CD) number*

[ ]

UMEZ aims to support projects in all neighborhoods in Upper Manhattan. Please enter your primary project venue address into the search box of the following website to determine your Community District number: NYC Boundaries Map | CARTO (beta.nyc)

If you have multiple locations/venues for your proposed project, list additional venues/neighborhoods/CD numbers here.

[ ]

Project public component start date*

Project public component end date*

Number of public events in the project*

Total audience number expected*

B. NARRATIVE
The narrative makes up the core of your project proposal. The following questions provide the opportunity to share the brief story of your project including the artists involved and the community in which you are working while also sharing the pertinent facts that help the jury understand and visualize your project. Please keep the program's four points of criteria (artistic merit, clarity of project proposal, project feasibility, and audience engagement) in mind when answering these questions.

1. Briefly describe your impetus for dance. Why do you pursue dance as an art form? What do you hope to communicate or achieve? What are 2-3 major dance events you have participated in or presented over the last 5 years? (100-word limit)*

Limit: 100 words

2. Briefly describe how you define artistic excellence. How does it manifest in your work? What artistic lineages and legacies is your work a part of (e.g., Jawole Willa Jo Zollar, Katherine Dunham, Rokafella)? (100-word limit)*

Limit: 100 words

3. Clearly describe your proposed project, (who, what, where, why, when). Please address the project's artistic goals, the activities you will undertake, and the project's timeline. (500-word limit)*

Limit: 500 words

4. This award hopes to support dancemakers' artistic visions across a wide spectrum. Just for context, which of the following best describes how the proposed project fits within the range of your previous activity?*

○ This proposed project is in alignment with my current activities.

○ This proposed project expands the scope of my work.

○ This proposed project is an undertaking in a new direction.

5. Provide a list of participating artists in this project and how you know them. (200-word limit)*

Limit: 200 words

6. Who are you trying to reach? Describe the relevance of the proposed project to these communities. How will you make sure the people you want are in the audience? (100-word limit)*

Limit: 100 words

7. Help the panel understand who you will turn to for support for this project. Describe any existing networks and partners in Upper Manhattan as well as the nature of the relationship. (200-word limit)*

Limit: 200 words

8. Given these uncertain times, even the most thoughtful plans may be tested with things outside of your control. If applicable, please select any of the following that best describe the extent of your contingency plan thus far.

☐ I have alternate venues in mind.

☐ I have alternate dates in mind.

☐ I have a plan to pivot to a hybrid or virtual event, if needed.

☐ I have a plan to address any budget shortfall.

9. Enter up to three (3) short biographies of your project's key artistic personnel.
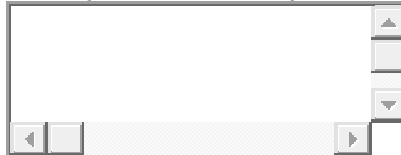If you are applying as an individual dancemaker include your bio in the Bio 1 field below. If you are applying as a collective or nonprofit include your group's "about us" or statement of purpose in the Bio 1 field below. For bios of additional personnel, please indicate their roles in the proposed project. Be sure to include the bio of the lead artist of the project. (Note: Bios help demonstrate relevant past experience for your proposed project.)
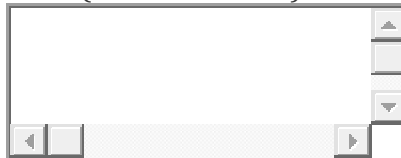
Bio 1 (100-word limit)*

Limit: 100 words

Bio 2 (100-word limit)

Limit: 100 words

Bio 3 (100-word limit)

Limit: 100 words

C. PROJECT BUDGET
The Project Budget must be completed using UMEZ's template. This allows for consistency of review for jurors and UMEZ staff.

Download the Project Budget Template here: https://www.umez.org/s/Budget-Template-UMEZ-Mertz-Gilmore-Seed-Fund-for-Dance-1.xlsx

Your request amount to UMEZ Mertz Gilmore Seed Fund must be at least $5,000, therefore, you will need to show expenses of at least $5,000. If your budget exceeds $5,000, your income plan can include funds you have already raised, if any, and those you are planning to apply for or request, including potential ticket sales.

Each project is different; therefore, project budgets will vary in terms of the types of expenses included. The Project Budget Template incorporates a broad sampling of eligible expenses. Many of the sample expenses included may not be relevant to your project. In that case, leave the field blank or enter a zero (0).

(Note: The project budget is both a plan and a working document. For funded projects, the grantee will use the same budget format submitted with the application to record the actual expenses incurred and specific income received as the project is executed. Once the project is complete, the resulting form, as certified by the grantee, will become the final financial report for the grant.)

Project Budget: Upload*

Total project expenses (as described in the budget). Reminder: Must be at least $5,000.*

D. WORK SAMPLES
Work samples are the primary way by which you share your artistry with the jury and are an essential part of your application. Prepare a well-organized and dynamic presentation that best represents your work and relates to the scope of work in your proposed project.
You will be asked to provide:
a. Work Sample Format - indicate which option you are submitting
b. Work Samples - enter links or upload files
c. Work Sample Inventory - provide short descriptions for each work sample.

Work Sample format*
○   Option 1: 2 Video Recordings
○   Option 2: 1 Video Recording and 5 images

PART 2 of 2: APPLICANT PROFILE
You have now completed most of the application. The remainder of the form will focus on who you are as an applicant and ask for the necessary documents to confirm your eligibility for the program.

Part 2 contains two sections:
A. Demographic Information
B. Proof of Address

Demographic Questions
To understand the demographics of UMEZ's applicant pool and evaluate the impact of our grant programs, we invite you to optionally select all the terms that you use to identify yourself racially/ethnically, in regard to gender and age as well as immigrant and disability status. The choices below are not exhaustive or intended to be limiting or prescriptive. You may write in additional or alternate responses as well.

UMEZ does not discriminate on the basis of race, color, religion, sex and gender identity, national origin, political affiliation, sexual orientation, disability, age, or any other status protected under federal, state or local law.

Please select all that apply, you may select more than one response.

For organizations, please select the responses that best describe your executive leadership and board members.

Race/Ethnicity - With which of the following do you most closely identify as an individual artist, your members as a collective, or your leadership as an organization?

☐ Black - includes those who identify with nationalities or ethnic groups originating in any of the Black racial groups of Africa including African American and Caribbean.

☐ Hispanic/Latine - includes those who identify with nationalities or ethnic groups originating in Mexico, Puerto Rico, Cuba, Central and South America, and other Spanish cultures

☐ Asian/Pacific Islander - includes those who identify with nationalities or ethnic groups originating in the Far East, Southeast Asia, the Indian subcontinent, Hawaii, Guam, Samoa, or other Pacific Islands.

☐ Arab/Middle Eastern/North African - includes those who identify with one or more nationalities originating in the Arabian peninsula and neighboring territories, inhabiting much of the Middle East and North Africa.

☐ Native American/Indigenous - includes those who identify as Indigenous peoples, First Nations, Aboriginal peoples, and/or Native peoples of the Americas with tribal affiliation or community attachment.

☐ White - includes those who identify with nationalities or ethnic groups originating in Europe

☐ Let me describe.

Gender - Which of the following most accurately describes you as an individual artist, your members as a collective, or your leadership as an organization?

☐ Female

☐ Male

☐ Non-binary

☐ Transgender

☐ Intersex

☐ Let me describe.

Community Affiliations - Which of the following do you most closely identify with as an individual artist, your members as a collective, or your leadership as an organization?

☐ I or we are immigrants

☐ I or we are members of LGBTQ+ community

☐ I or we identify as persons with visible or invisible disabilities or chronic conditions

☐ I or we consider ourselves low income

☐ I or we are members of the aging population

☐ Let me describe.

UMEZ acknowledges the historic marginalization, disenfranchisement, and disinvestment of people who are affiliated with any and all of these communities. Our inclusion of this question

is to understand the full spectrum of the communities represented in the applicant pool so that funding decisions are just, equitable, and inclusive.

Proof of address*
Individual artists/lead applicants of a collective should upload a copy of valid state ID or IDNYC (college/university ID is not acceptable). Please note: if an ID is not available or the address does not match the individual's address entered in the application, provide a copy of a utility bill (e.g., electric, cable, gas, etc.). P.O. Boxes are not acceptable.

Nonprofit Organizations should upload the Letter of Determination from the IRS (Internal Revenue Service) indicating tax-exempt status under section 501(c)(3) with an address in Upper Manhattan. Please note: if the address on the Letter of Determination is a P.O. Box or shows an address that does not match the organization's actual address in Upper Manhattan, provide a copy of the utility bill (e.g., electric, cable, gas, etc.) for the organization's actual location in Upper Manhattan.

☐ **By checking this box, I acknowledge that the information contained in this application and its attachments is accurate and complete.***

***You've reached the end of the application! Please click the Apply button below to submit for review. If you are not ready to submit, click Save Draft and you can continue to edit your application until the deadline of April 21, 2023 at 5 p.m.