



Guest Artist Initiative Grant Guidelines

Program Synopsis

The Stage Directors and Choreographers Foundation (SDCF), the not-for-profit foundation affiliated with the Stage Directors and Choreographers Society (SDC), announces a call for proposals for the SDCF Guest Artist Initiative Program, a new grant program for American colleges and universities to encourage and facilitate the hiring of professional stage directors and choreographers as Guest Artists.

Interested schools may apply by submitting a completed application form for a specific production to SDCF. An SDCF panel comprised of professional directors and choreographers, arts administrators, and college educators will select the productions to be awarded grants. SDCF will furnish the chosen school with a grant of up to \$5000 to match the fee budgeted for the Guest Artist and will furnish the runner-up school a grant of \$1000 to increase the fee budgeted for the Guest Artist.

Following project selection, SDCF will announce the opportunity and solicit applications from professional stage directors and choreographers who wish to be considered for the project. Only SDC Members in good standing will be eligible to apply for Guest Artist positions. All applications received by SDC will be forwarded to the selected schools, and ***the schools will be solely responsible for hiring decisions.***

Please note there is no requirement for prior experience hiring directors or choreographers as Guest Artists.

The selected schools will be responsible for filing the appropriate SDC contract for the project and for payment of any applicable pension and health benefits to SDC on behalf of the Guest Artist. Contract filing and benefit payments may be made directly by the school or through a Paymaster Service or Contract Management Program such as PES or URTA. The selected school agrees to provide transportation and housing to Guest Artist, if necessary.

PLEASE NOTE: If a school is not selected for funding through this program, or a school does not wish to submit a proposal, the school may choose for SDCF to facilitate the hiring of a director or choreographer as Guest Artist for the proposed project or for another project. SDCF will announce the opportunity and collect application materials as stated above and forward them on to the school. **There is no cost to the school for this service.**

Project Eligibility

To be eligible for this grant, the project must be:

- produced by a regionally or nationally accredited American college or university located in the United States
- mounted by December 31, 2012
- fully funded

It is not required for the producing school to have hired guest artists in the past.

The Guest Artist for the production may not be hired until after materials are sent to the school, and the selected Guest Artist must have sent his or her materials for consideration through SDCF and have not worked at the school for the prior three seasons.

Application Process

Eligible schools interested in applying for the SDCF Guest Artist Initiative Program can download the Guest Artist Initiative Application and Guidelines at www.SDCweb.org/sdcf.

Application Timeline

Applications for college and university productions and full grant guidelines will be available online at www.sdcweb.org/sdcf beginning March 15, 2011. Submissions will be accepted anytime thereafter until May 16, 2011.

We encourage early application. The selected schools will be notified by June 1, 2011.

Evaluative Criteria

Applications will be evaluated based upon 3 criteria:

- Artistic merit of the project
- Ability of the applicant to execute the project
- Accessibility of the project to students, faculty, and audience members

Please be sure to address these topics in your application.

Notes on Application

We do understand that productions can change. Please let us know if your plans change significantly after proposal submission.

Please do not submit a proposal for a project for which you have already hired the Guest Artist, as that renders a proposal ineligible.

GUEST ARTIST COMPENSATION: Matching funds are up to \$5000 on a 1-to-1 match. For example, if the Guest artist Fee to be paid by the university is \$4000, then SDCF will match with an additional \$4000 if school is selected as awardee. Please remember to include 8% pension payment (of the total fee – university paid plus SDCF match) plus health contribution (please use \$850 as an estimate) due for the Guest Artist.

RESIDENCY INFORMATION: We are looking to learn something about what the Guest Artist's life will be like when directing/choreographing at your program and the culture (s)he will be encountering. Any information that we can pass on to prospective Guest Artists is helpful.

GRANT PROPOSAL INFORMATION: In this section, we are mainly looking for information on your program and its role in your school and community, how this production fits with the overall program, and how the SDCF Guest Artist Initiative Program will fit with the school.

Submitting an Application

Please return the completed application as a .pdf titled as Your School GAIA.pdf (i.e., NYU GAIA.pdf) via email to ERusconi@SDCweb.org. When submitting an application, please use "GAI – SCHOOL APPLICATION" as your subject line. If you would like confirmation of our receipt, please request a "send/receive" confirmation via your email server. (We will try to confirm as well, but this ensures confirmation.)

If you are unable to submit your application electronically, please fax to 212.302.6195.

Contact

Please contact Ellen Rusconi with any questions regarding the guidelines and application process at ERusconi@SDCweb.org or 212.391.1070x244.