



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), calls for proposals for the SDCF Guest Artist Initiative Program, a grant program for American colleges and universities to encourage and facilitate the hiring of professional stage directors and choreographers as Guest Artists. Through this program, SDCF has funded eight productions across the country and has facilitated several others.

Interested schools may apply by submitting a completed application form for a 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 up to \$6,000 to be shared by at least two schools.

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 do not submit a proposal for a project for which you have already hired the Guest Artist or have honed in on a Guest Artist, as that renders a proposal ineligible.**

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.

If a school is not selected for funding through this program, 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, 2014
- fully funded
- truly open to Guest Artist applicants; the school must not have either already hired the Guest Artist or have honed in on a Guest Artist candidate

Schools that have received funding in the last two years for the Guest Artist Initiative are ineligible to apply. This does not apply to schools that have received only hiring facilitation from SDCF; only schools funded in June 2011 and June 2012 are ineligible. If you have any questions regarding eligibility, please contact Ellen Rusconi, Producing Director, at ERusconi@sdweb.org or at 646.524.2226.

Application Process

Eligible schools interested in applying for the SDCF Guest Artist Initiative Program can download the Guest Artist Initiative Application at <http://www.sdweb.org/foundation/guest-artist-initiative/>

Application Timeline

Applications for college and university productions and full grant guidelines will be available online beginning March 4, 2013. Submissions will be accepted anytime thereafter until May 13, 2013 at 11:59pm EST. We encourage early application as no applications will be accepted after this date. The selected schools will be notified by June 14, 2013. If requested, basic feedback will be given by SDCF staff on any proposal draft received by April 30, 2013.

Evaluative Criteria

Applications will be evaluated based upon 4 criteria:

- Artistic merit of the project
- Ability of the applicant to execute the project
- Accessibility of the project to students, faculty, and audience members
- Impact and appeal of project for professional director/choreographer

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.

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

When supplying us with your budget, please ensure that your Guest Artist Fee agrees to the TOTAL GUEST ARTIST FEE on page 1 of your application, which includes the SDCF match up to \$5000. Also, please remember to include 8% pension payment and \$900 for health contribution due for the Guest Artist should your project be selected. Please note that all contributions must be paid directly by the school or through URTA or PES. The payments may not come from the SDC Member by law.

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 GAI@SDCweb.org. When submitting an application, please use "GAI – SCHOOL APPLICATION" as your subject line. If you are unable to submit your application electronically, please fax to 212.302.6195.

Contact

Please contact Ellen Rusconi, Producing Director, with any questions regarding the guidelines and application process at ERusconi@sdweb.org or 646-524-2226.