2022 - 2023
FOLK & TRADITIONAL ARTS
APPRENTICESHIP APPLICATION GUIDELINES

DUE DATE: April 18, 2022, 5 p.m. EST

PLEASE NOTE THAT NO EXTENSIONS WILL BE GRANTED
GRANT ACTIVITY PERIOD: September 1, 2022 - August 31, 2023

Definition
Folk and Traditional Arts are defined as those artistic traditions characteristic of ethnic, religious, linguistic, occupational, or regional groups. These arts are shaped and shared within families, neighborhoods, and communities. They are passed down from one generation to another and learned through ongoing participation in community-based activities, and through observation, practice, or apprenticeships with elders and masters, rather than through classes, books, or other means of institutional instruction.

Description
Apprenticeships are grants from the Pennsylvania Council on the Arts (PCA) that support the learning of folk and traditional arts. Each grant award provides funding over a one-year period to a partnership between a master artist and a qualified apprentice, enabling them to work together for in-depth learning that encompasses the acquisition of techniques and artistry as well as the context of the culture. Apprenticeships are offered annually in both performing and craft traditions. The program makes awards of up to $4,000. Apprenticeships may receive a maximum of four grant awards.

Eligibility
The master artist and the apprentice must apply together, with the master artist being the applicant (if the master artist is a Pennsylvania resident).

Apprenticeships only fund living artistic traditions that are shaped and shared within families, neighborhoods, and communities. The art form must be part of the current life of citizens residing in Pennsylvania.

The program does not fund the following activities:
- Staged productions or representations of historical folk arts;
- Reproductions of historic objects that are no longer in use;
- Ongoing classes where a master artist instructs in a classroom situation;
- Production or marketing of crafts and other forms that are not part of the living heritage of particular communities.

A Master Artist must:
- Demonstrate excellence within his or her artistic tradition;
- Be held in high regard for his or her skill, knowledge, and cultural practice by his or her community through formal or informal recognition.

An Apprentice must:
- Demonstrate interest and basic competency in the art form prior to the apprenticeship (generally at least one year of relevant experience);
- Be at least 18 years of age;
- Demonstrate a commitment to learning and maintaining the nuances of the tradition;
- Demonstrate a commitment to preserving the art form beyond the end of the apprenticeship period.
Pennsylvania Residency Requirement
Apprentices must be domiciled (living at a permanent legal residence) in Pennsylvania for at least two years prior to the application deadline. Master artists may be from outside Pennsylvania if there is no suitable master living in the commonwealth. In such an event, the apprentice will be the applicant.

2022-2023 Apprenticeship Timeline

<table>
<thead>
<tr>
<th>Month</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>February 2022</td>
<td>Guidelines Distributed</td>
</tr>
<tr>
<td>February-April 2022</td>
<td>Grant workshops/Technical Assistance activities provided by Folk Arts Partners</td>
</tr>
<tr>
<td>April 18, 2022</td>
<td>Application Deadline (via email or postmarked)</td>
</tr>
<tr>
<td>June 2022</td>
<td>Application Review Panel</td>
</tr>
<tr>
<td>July 2022</td>
<td>Action on Panel Recommendations by PCA Council</td>
</tr>
<tr>
<td>August 2022</td>
<td>Applicants Notified</td>
</tr>
<tr>
<td>September 1, 2022</td>
<td>Apprenticeship program period begins (pending state budget approval)</td>
</tr>
<tr>
<td>August 31, 2023</td>
<td>Apprenticeship program period ends</td>
</tr>
<tr>
<td>September 30, 2023</td>
<td>Apprenticeship Final Report Deadline</td>
</tr>
</tbody>
</table>

Review Criteria
The review panel uses the four criteria below to assess applications. Evidence of meeting the criteria must be found in the application narrative, apprenticeship work plan, budget information, and support materials.

Master Artist(s) Cultural background, training, technical ability, and knowledge of the art form. (25 points)

Apprentice Artist(s) Cultural background, basic competency in art form, and commitment to maintaining the art form. (25 points)

Quality of Work Plan Including appropriateness of proposed goals, learning approach, appropriate budget, and schedule. (25 points)

Prospective Impact Of the apprenticeship on the preservation and development of the art form within the cultural community as defined by the applicants. (25 points)

NOTE: Applications for second or subsequent year apprenticeships must demonstrate what the apprentice learned in the first or prior year(s), as well as clearly define what new skills or repertoire will be learned in the second or subsequent year.

Preference is given to apprenticeships with a Pennsylvania master artist, but master artists from outside the state may be sought if no suitable master artist in the tradition is available within Pennsylvania. Applications for apprenticeships in folk and traditional arts that have only a few remaining master artists are especially encouraged.

How to Apply
Before completing the application, the master artist and apprentice must talk through their ideas for the apprenticeship and arrive at a clear understanding of what is to take place and why. The application form and required attachments are essential in guiding your discussion.

Application Form Instructions
The application must be completed by the apprentice and master artist together. Funds will be awarded to the master artist unless he or she does not reside in Pennsylvania, in which case, the apprentice artist will receive the funds.

The applicants will answer questions about their artistic traditions and communities, the project’s impact on the community, and supply work sample descriptions and a budget for how the award will be spent.

Application Support Materials
Along with the application form, applicants must submit an apprenticeship work plan, an artist statement from each artist, and work samples from each artist. This supporting material provides evidence of the master artist’s and apprentice’s skills. Failure to include any of these materials may result in the application being rejected.
Work Sample Requirements
For both Master Artist and Apprentice: Applicants are urged to submit work examples of the most recent date and highest quality available, that present the work to its best advantage for evaluation by the panel.

Work Sample Descriptions
Please clearly identify the artist(s). Information about each work sample must be provided in the format listed below and must clearly identify whether the sample is from the master artist or the apprentice artist.

When possible, please submit your work samples electronically. This may be done as an email attachment or as a link to an online site such as YouTube, a personal website, or a link to a cloud sharing site such as Dropbox or Google Drive. Please contact Dana Payne, Director-DEI Initiatives, Diverse Cultures & Heritage, with any questions about this process. Generally, work should have been completed within the past five years.

For Audio or Video Work Samples:
- Assign a number [1, 2, 3...] to each sample. Make certain it matches the order indicated on the work sample case;
- Artist name;
- Master/Apprentice (indicate which artist is represented);
- Title of work(s);
- Media format: online links, CD/DVD track number, etc...;
- Length of work(s) and where the panel should start reviewing;
- Additional information about the work, including artist's role in the development of work, location(s) and date(s) recorded, artistic style, form, content, and/or process. Please include any contextual information that will help the review panel understand your work.

Audio and/or Video Samples:
- Individual samples should not exceed 10 minutes;
- If sending in a physical CD or DVD, submit two copies of the same disc.

For Image Work Samples:
- Please submit up to 10 images per individual;
- Assign a number [1, 2, 3...] to each sample. Make certain it matches the order indicated on said media.
- Include a description of the work, including context, materials, size date completed, and any additional information about the work necessary for the review panel to understand the work.

Draft Review
If you would like feedback on your application prior to submission, prior to April 11, 2022, please contact your Regional Folk Arts Partner or Dana Payne, Director-DEI Initiatives, Diverse Cultures & Heritage at (717) 525-5544 or danpayne@pa.gov to review your draft.

Appeals Process
Information on the Appeals Process is available on the PCA’s website: arts.pa.gov, under ‘Folk and Traditional Arts’.

Reporting
- Apprenticeship award recipients must submit a final report by September 30, 2023;
- Documentation of your apprenticeship (photos, recordings, etc.) will enhance your final report; All final report materials will be included in the Pennsylvania Folk Arts Archive;
- An acknowledgment of funding support must be given to the PCA in all promotional materials pertaining to work produced with the support of the award. The PCA logo is available at arts.pa.gov.
**Agency Mission**
To strengthen the cultural, educational, and economic vitality of Pennsylvania’s communities through the arts.

**Overarching Value:**
Diversity, Equity, and Inclusion
Promote equitable access for all Pennsylvanians to participate fully in a creative life and in the diverse forms of arts and culture in the commonwealth.

**Required Documents & Attachments for All Applicants**

**Application Packet**
- General Information (A) and Master Artist Information (B)
- Apprentice Artist Information (C)
- Signatures
- Budget (D)
- Apprenticeship Work Plan
- Description of Work Samples
- Pennsylvania Folklife Archive Permission Form

*Note: The application form must be signed by both master artist and apprentice(s).*

- Master Artist Statement(s)
- Apprentice Artist Statement(s)
- Work Samples (Online Link(s), CD or DVD) – Master Artist(s) and Apprentice Artist(s)

**Application Deadline - April 18, 2022**

Electronic submission of applications is recommended. Submit your full application via email to danpayne@pa.gov

To submit a hard copy application with supporting materials by mail (postmarked by April 18, 2022), use the address below and notify Dana Payne via email (danpayne@pa.gov) or telephone (717-525-5544).

Pennsylvania Council on the Arts
FOLK & TRADITIONAL ARTS APPRENTICESHIP PROGRAM
Room 216, Finance Building
Harrisburg, PA 17120

Regional Folk Arts Partner organizations provide technical assistance for artists interested in the Apprenticeship grant program. Please contact the partner organization that serves your community for assistance. Contact info can be found on the following page.
Folk and Traditional Arts (FTA) Regional Partners

REGION 1
Serves: Crawford, Erie, Lawrence, Mercer, Venango, Warren
FTA: Erie Arts & Culture
Web: erieartsandculture.org
Contact: Kelly Armor - kelly@erieartsandculture.org | 814-452-3427

REGION 2
Serves: Cameron, Elk, Forest, McKean, Potter
FTA: TBD
Contact: Dana Payne – danpayne@pa.gov | 717-525-5544

REGION 3
Serves: Bradford, Columbia, Lycoming, Sullivan, Tioga
FTA: TBD
Contact: Dana Payne – danpayne@pa.gov | 717-525-5544

REGION 4
Serves: Lackawanna, Luzerne, Pike, Susquehanna, Wayne, Wyoming
FTA: The Everhart Museum
Web: everhart-museum.org/
Contact: Shanice Edwards – folkart@everhartmuseum.org | 570-346-7186

REGION 5
Serves: Carbon, Lehigh, Monroe, Northampton
FTA: TBD
Contact: Dana Payne – danpayne@pa.gov | 717-525-5544

REGION 6
Serves: Bucks, Chester, Delaware, Montgomery, Philadelphia
FTA: Philadelphia Folklore Project
Web: folkloreproject.org
Contact: Naomi Sturm-Wijesinghe – naomi@folkloreproject.org | 215-726-1106

REGION 7
Serves: Berks, Lancaster, Schuylkill
FTA: Walk In Art Center
Web: walkinartcenter.org
Contact: Jenna Winton – folklorist@walkinartcenter.com | 904-238-2005

REGION 8
Serves: Cumberland, Dauphin, Lebanon
FTA: Susquehanna Folk Music Society
Web: sfmsfolk.org
Contact: Amy Skillman – amyskillman@gmail.com | 717-745-6577

REGION 9
Serves: Adams, Franklin, Fulton, York
FTA: TBD
Contact: Dana Payne – danpayne@pa.gov | 717-525-5544

REGION 10
Serves: Juniata, Mifflin, Northumberland, Perry, Snyder, Union
FTA: Community Partnerships RC&D
Web: cppartnerships.com
Contact: Sam Price – sprice@cppartnerships.com | 717-248-4901
(continued...)

REGION 11
Serves: Centre, Clearfield, Clinton, Huntingdon
FTA: TBD
Contact: Dana Payne – danpayne@pa.gov | 717-525-5544

REGION 12
Serves: Bedford, Blair, Cambria, Fayette, Somerset, Westmoreland
FTA: Bottleworks Arts on 3rd Avenue
Web: bottleworks.org
Contact: Matt Lamb – mlamb@bottleworks.org | 814-535-2020

REGION 13
Serves: Armstrong, Butler, Clarion, Indiana, Jefferson
FTA: TBD
Contact: Dana Payne – danpayne@pa.gov | 717-525-5544

REGION 14
Serves: Allegheny, Beaver, Greene, Washington
FTA: Rivers of Steel
Web: riversofsteel.com
Contact: Jon Engel – jengel@riversofsteel.com | 412-464-4020