



## Invitation-only Call for Letters of Inquiry (LOIs)

Individual artists are the heart of our arts and culture sector. However, across the country, tens of thousands of performing artists are in perilous financial circumstances due to the COVID-19 pandemic. Americans for the Arts reports that artists are among the workers most severely impacted by the pandemic, with 63 percent unemployed as of December 2020. Furthermore, African, Latina/o/x, Asian, Arab, and Native American (ALAANA), and Black, Indigenous, and People of Color (BIPOC) artists have experienced higher rates of unemployment compared to White peers (69% vs. 60%).<sup>1</sup>

Many artists are still finding ways to create and innovate artistically despite the circumstances. But, with performing arts venues closed, performance touring opportunities at a standstill, and limited other ways to generate income from their artistic practice, performing artists are struggling financially. Some are even being forced to pursue other lines of work. Artists need support to cover income gaps, enabling them to continue their work and be prepared to quickly resume performing at a high level once shutdowns end.

Providing financial support to professional artists in contemporary dance, jazz, and theater is core to the work of the Doris Duke Charitable Foundation (“the Foundation”). When the COVID-19 pandemic hit in March 2020, the Foundation provided funds through its intermediary partners to individual performing artists. The Foundation also joined other national efforts, such as the Artist Relief Fund, to provide emergency funds to artists hard-hit by the pandemic.

Recognizing that many performing artists are still in great need, the Foundation has created the Doris Duke Foundation Performing Artist Recovery Fund in The New York Community Trust. This fund will award a total of \$3 million through one-time unrestricted grants of \$10,000 each to 300 professional, generative artists from across the nation in the fields of contemporary dance, jazz, and theater. The Fund defines generative artists as those that have agency over their creative vision and production process, including financial oversight.

The grants will assist financially struggling performing artists, provide substantial economic security to help them take care of life needs and continue to hone their craft, and hopefully contribute to bridging the gap until opportunities for live performances more fully re-open.

### Eligibility

To be eligible, applicants must be:

- ✓ Recipients of an invitation-to-apply email directly from The New York Community Trust;
- ✓ Prior artist awardees from the Doris Duke Charitable Foundation or from one of its intermediary funding partner programs listed on page 3;
- ✓ Professional artists, not art students, working in the fields of contemporary dance, jazz, or theater;
- ✓ In dire financial need as a result of COVID-19 and unable to cover the cost of housing, food, medical needs, childcare or other core necessities; and

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<sup>1</sup> COVID-19’s Impact on The Arts Research & Tracking Update: December 14, 2020 <https://www.americansforthearts.org/node/103614>.

- ✓ Able to complete an IRS W-9 form.

## Application Deadline

Letters of Inquiry (LOIs) must be submitted electronically no later than **12 noon EST on May 28, 2021** on The New York Community Trust's Grants Portal.

## LOI Submission Instructions

**Step One: Personal Statement** - Prepare a one-page narrative (PDF) addressing the questions below, using 12-point font with 1” margins. We respect your privacy and any information you provide will be kept confidential and used solely for the grant review and decision-making process.

Please tell us accurately and succinctly:

1. *What is your artistic vocation? Share a little about your work and who you are as an artist.*
2. *We know that artists’ ability to hone their creative practice and generate artistic work varies widely in this moment. Have you been able to continue performing during the pandemic? If so, please describe how and let us know whether you’ve been able to receive compensation for performing. If not, please tell us about the barriers you have encountered.*
3. *What were your income source(s) and financial situation prior to the pandemic? Has that changed, and if so, how? How have you stayed afloat financially and covered necessary expenses?*
4. *What immediate dire financial need do you have? What could possibly happen to your artistic career if the need is not addressed in the next few months?*
5. *Tell us how you will use grant funds to meet the financial need and the ways in which this will help you prepare to return to the stage when venues fully reopen.*

**Step Two:** Go to The Trust's Grant Portal <https://proposals.nycommunitytrust.org/>. Click on the “Apply Here” button at the bottom of the page. Under “Available LOIs,” find the “**(Invitation Only) Doris Duke Foundation Performing Artist Recovery Fund**” LOI and click on the "Apply" button. Please gather all your materials and be ready to upload and submit your personal statement before applying online, as the application must be completed in one session and the system will time out after one hour of inactivity.

**Step Three:** Complete the LOI profile, answer the questions on the electronic application, and upload your one-page personal statement.

*We recommend looking at the electronic application form and preparing your answers for the application and the personal statement prior to beginning the submission process. The submission process should take less than five minutes if you are prepared.*

## LOI Review Criteria & Process

The Fund prioritizes supporting communities most impacted by COVID-19 including ALAANA/BIPOC, disabled, immigrant, elderly, LGBTQ, and women-identifying artists. LOIs will be evaluated on a competitive basis by external national panels of experts, comprised of representatives

from the Foundation’s re-granting partners and experts in contemporary dance, jazz, and theater. Priority will be given to LOIs that provide clear, thoughtful, and compelling articulation of:

- ✓ The dire nature of the COVID-19-induced financial situation that the artist is facing;
- ✓ The impact the pandemic has had on the applicant’s artistic practice;
- ✓ How the grant will be used to meet financial need and to prepare the artist to return to the stage when opportunities for live performances more fully reopen.

**Award Notification**

Notification of award status will be made by email by August 2021. Grant recipients will complete an IRS W-9 form and provide ACH (electronic banking) information via a secure DocuSign process.

Please add [noreply@nycommunitytrust.org](mailto:noreply@nycommunitytrust.org), [docusign@nyct-cfi.org](mailto:docusign@nyct-cfi.org), and [nyctdocusign@nyct-cfi.org](mailto:nyctdocusign@nyct-cfi.org) to your address book so that our communications do not get caught in your spam filters.

**Questions**

**Technical Assistance with Grant Portal and Grant Award process:** If you have questions about or issues with the grant application portal, reach out to Julia Chang [jtc@nyct-cfi.org](mailto:jtc@nyct-cfi.org) at The New York Community Trust. She also can address any issues that may arise with the grant notification, contracting, and/or payment processes.

**Personal Statement & Application Help:** All invited applicants have received support directly from the Doris Duke Charitable Foundation or one of its intermediary funding partners. Therefore, if you have questions about your personal statement and/or need assistance in completing this application, please review the list below and consider reaching out to the contact for the program that supported your work in the past. For example, if you are a recipient of a Creative Capital Award, your contact at Creative Capital Foundation can answer your questions. As noted above, this partner cannot resolve technical issues that may arise with the proposal submission or grant contracting process; please direct those questions to The New York Community Trust.

Finally, please do not contact the Doris Duke Charitable Foundation about this opportunity unless directed to do so below\*.

**Doris Duke Charitable Foundation Funding Partner Program Contacts**

<i>If you received a Doris Duke Charitable Foundation award from this funding partner</i>	<i>Then contact this staffer for personal statement &amp; application help</i>
Chamber Music America <ul style="list-style-type: none"> <li>• New Jazz Works</li> <li>• Performance Plus</li> <li>• Presenters Consortium for Jazz</li> </ul>	Gargi Shindé, <a href="mailto:gshinde@chamber-music.org">gshinde@chamber-music.org</a>
Creative Capital Foundation <ul style="list-style-type: none"> <li>• Creative Capital Awards</li> </ul>	Leslie Singer, <a href="mailto:leslie@creative-capital.org">leslie@creative-capital.org</a> Angela Mattox, <a href="mailto:angela@creative-capital.org">angela@creative-capital.org</a>

Dance/USA <ul style="list-style-type: none"> <li>• Dance/USA Fellowships to Artists</li> </ul>	Kellee Edusei, <a href="mailto:kedusei@danceusa.org">kedusei@danceusa.org</a>
Doris Duke Artist Awards* (only recipients of this award should contact the Doris Duke Charitable Foundation directly for application assistance.)	Lillian Osei-Boateng, <a href="mailto:losei-boateng@ddcf.org">losei-boateng@ddcf.org</a>
MAP Fund	Lauren Slone, <a href="mailto:lauren@mapfund.org">lauren@mapfund.org</a> Maya Quetzali Gonzalez, <a href="mailto:maya@mapfund.org">maya@mapfund.org</a>
New England Foundation for the Arts <ul style="list-style-type: none"> <li>• National Dance Project</li> <li>• National Theater Project</li> </ul>	Dance: Indira Goodwine, <a href="mailto:igoodwine@nefa.org">igoodwine@nefa.org</a> Theater: Quita Sullivan, <a href="mailto:qsullivan@nefa.org">qsullivan@nefa.org</a>
National Performance Network <ul style="list-style-type: none"> <li>• Artist Engagement Fund</li> <li>• Creation &amp; Development Fund</li> </ul>	Stanlyn Brevé, <a href="mailto:stanlyn@npnweb.org">stanlyn@npnweb.org</a>
South Arts <ul style="list-style-type: none"> <li>• Jazz Road</li> </ul>	Sara Donnelly, <a href="mailto:sdonnelly@southarts.org">sdonnelly@southarts.org</a>
United States Artists <ul style="list-style-type: none"> <li>• USA Fellowships</li> </ul>	Lynnette Miranda, <a href="mailto:lynnette@unitedstatesartists.org">lynnette@unitedstatesartists.org</a>