The Maurice Sendak Foundation Emergency Relief Fund

→ Application questions and requirements

This document is designed to assist potential applicants to prepare materials to apply for the Maurice Sendak Foundation Emergency Relief Fund.

This is not the application form.
Applications are only accepted via the Submittable platform.
The application form will be available here on Thursday, April 23: apply.nyfa.org/submit

APPLICATION TIMELINE

APPLICATION OPENS: Thursday, April 23, 2020 @ 1pm EST
APPLICATION CLOSES: Once 600 applications have been received
APPLICANTS NOTIFIED: By May 15, 2020

Applications are reviewed on a first come first served basis.

The application form is broken up into 2 sections:

SECTION 1: APPLICANT GENERAL INFORMATION

SECTION 2: APPLICANT SUPPORT STATEMENTS
SECTION 1: APPLICANT GENERAL INFORMATION

To answer the following questions you will need to provide either short answer or select from a radio list

- Short Answer are indicated with a “S”
- Radio List answer are indicated with a “R”
- All required questions are indicated with a *
- Under each question is the prompt that is given to assist applicants in answering the question

1) Name [*, S]
   a) Please enter your full legal name as it appears on government issues identification

2) Artist Name [S]
   a) An artist name or stage name is the name you are recognized by or published under, different from the name you use on government issued forms of identification.

3) Address [*, S]
   a) ELIGIBILITY REQUIREMENT: Applicants must be U.S. citizens or permanent residents in any of the 50 states, District of Columbia or U.S. territories.

4) State [*, S]

5) City [*, S]

6) Zip code [*, S]

7) Phone Number [*, S]
   a) Enter numbers only. DO NOT include spaces or hyphens, commas etc.

8) Email [*, S]

9) Website [S]
   a) Please enter a direct link (http://........)

Applicant Demographics

NYFA is committed to supporting artists of all backgrounds and will continue to work towards inclusivity and accessibility for all applicants. The following information is requested so that the New York Foundation for the Arts may properly assess their effectiveness in serving artists. This information is for internal purposes only.

10) To which gender do you most identify (please select one)? [*, R]

   ❑ Female
   ❑ Gender Variant/Non-conforming/Genderqueer
11) How would you describe yourself (Please select one)? [*, R]
- Male
- Transgender Female
- Transgender Male
- Prefer not to say
- Not listed (Please Specify)
  - [Write-in option]

12) Do you identify as someone with a disability? [*, R]
- Yes
- No
- Prefer not to say

13) Date of Birth [*, S]
   a) ELIGIBILITY REQUIREMENT: Applicants must be 21 years or older on or before April 23, 2020.

14) How did you hear about this opportunity? [*, R]
   a) NYFA website
   b) NYFA Current blog
   c) NYFA News
   d) Social Media
   e) Friends / Family
   f) Advertising
   g) Local Arts Council
   h) Other
      i) [Write-in option]

15) Sign-up for NYFA News email [R]
   a) Yes
   b) No
SECTION 2: APPLICANT SUPPORT STATEMENTS
The following questions are short answer or require applicants to upload a document or provide a link
- Short Answer are indicated with a “S”
- Upload a document or provide a link are indicated with a “L”
- All required questions are indicated with a *

SECTION INFORMATION: The Maurice Sendak Foundation Emergency Grant was established to support children’s picture book artists and writers impacted by the COVID-19 crisis.
To be eligible for the award you must meet ALL of the following requirements:
- Applicants must be children’s picture book artists and/or writers who have published at least one picture book in the last five years (between 2015 and 2020) or who has a book currently under contract.
- Applicants must be 21 years or older on or before April 23, 2020.
- Applicants must show documented losses of income for the period of February 1 - July 31, 2020.
- Applicants must be US citizens or permanent residents in any of the 50 states, District of Columbia or US territories.

1) Please indicate how much you are requesting [*,S]
   a) Applicants can request a maximum of $2,500. Used numerical digits only, no symbols or spaces.

2) Please explain your loss of income [*,S]
   a) Up to 300 words

3) Please upload Documents to support your confirmed activities [*, L]
   TYPES OF FILES ACCEPTED: PDF, DOC, DO CX, JPG and PNG
   NUMBER OF DOCUMENTS ACCEPTED: 6
   a) Applicants must show documented losses of income for the period of February 01 to July 31, 2020.
   Please upload documentation in the form of signed contracts, email confirmations, letters of agreement.
   Each item needs to clearly outline the projects/scope of work, outline of date/s of activity and fee to be paid.
   Those applying with lost temp/part-time work should include the most recent past pay-stub.

4) Please upload proof of cancellations [*, L]
   TYPES OF FILES ACCEPTED: PDF, DOC, DOCX, JPG and PNG
   NUMBER OF DOCUMENTS ACCEPTED: 6
   a) Proof of cancellation of activity in the form of state-based shutdown communication, email or personal communication about closure/job loss/opportunity postponement, etc

5) Proof of Age [*,L]
   TYPES OF FILES ACCEPTED: PDF, DOC, DO CX, JPG and PNG
6) Artistic activity over the past 5 years [L]
   a) Applicants must be children’s picture book artists and/or writers who have published at least one picture book in the last five years (between 2015 and 2020) or who has a book currently under contract. Please provides ONE of the following to show evidence:
      - Submit an up-to-date CV OR
      - Supply link to website, copies of press releases or links to bookseller sites OR
      - Supply a copy of your current contact (redacted as necessary) clearly showing the publishing company, your name and contract duration.

   **PLEASE NOTE:** If your published work cannot be found listed online, please supply a contract or agreement between you and the publisher. NYFA needs to be able to verify all publications.

**YOU ONLY NEED TO PROVIDE ONE OF THE FOLLOWING**

Within your provided support material, please ensure that you clearly identify that you have published or illustrated a children’s picture book within the last 5 years or are currently under contract.

6.1) Artistic CV [L]
   TYPES OF FILES ACCEPTED: PDF, DOC, DOCX, JPG and PNG
   NUMBER OF DOCUMENTS ACCEPTED: 1
   Please include an artist CV no more than 1 page in length.
   Applicants must be able to demonstrate that they have published or illustrated children’s picture book. Those applying with loss of temp/part-time work should include communication from the employer.

6.2) Links to websites [L]
   DIRECT LINKS - http://……
   NUMBER OF LINKS ACCEPTED: 2

6.3) Contract or Letter of Agreement
   You need to provide a copy of your contract or agreement if you are currently under contract
   TYPES OF FILES ACCEPTED: PDF, DOC, DOCX, JPG and PNG
   NUMBER OF DOCUMENTS ACCEPTED: 2
   Supply a copy of your current contact or letter of agreement (redacted as necessary) clearly showing the publishing company, your name and contract duration.

7) Have you uploaded publication proof for a children’s picture book from the past 5 years? [*,R]
   a) YES

**SUBMIT**

Once successfully submitted you will receive an email confirmation form Submittable