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**FY 2011 MARYLAND TRADITIONS  
APPRENTICESHIP AWARDS PROGRAM  
GUIDELINES & APPLICATION FORM  
DEADLINE: JANUARY 20, 2010**

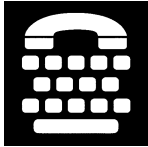
*For apprenticeships beginning July 1, 2010 and ending June 30, 2011*

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Individuals who do not use conventional print may contact the Maryland State Arts Council to obtain this publication in an alternate format. 410-767-6555 or [msac@msac.org](mailto:msac@msac.org)



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## MARYLAND STATE ARTS COUNCIL

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Baltimore, MD 21230  
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Fax: 410-333-1062

TTY: Maryland Relay 1-800-735-2258 or 711  
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Website: [www.msac.org](http://www.msac.org)  
Office Hours: Monday through Friday, 8:00 AM – 5:00 PM

### **An agency of the Maryland Department of Business and Economic Development Division of Tourism, Film and the Arts**

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Anthony G. Brown, *Lt. Governor*  
Christian S. Johansson, *Secretary of Business and Economic Development*  
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## MARYLAND STATE ARTS COUNCIL OVERVIEW

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The Maryland State Arts Council (MSAC) is an agency of the State of Maryland, under the authority of the Department of Business and Economic Development. Since it was established in 1967, the purpose of the Council has been “to create a nurturing climate for the arts in the State” as stated in its founding legislation.

The Council is an appointed body of 17 citizens. Thirteen are named by the Governor to three-year terms, which are renewable once. Two legislators and two private citizens are appointed by the President of the Senate and the Speaker of the House. Councilors serve without salary.

To carry out its mission, MSAC awards grants to not-for-profit, tax-exempt organizations for ongoing arts programming and arts projects. MSAC awards grants to individual artists, and provides technical and advisory assistance to individuals and groups. The Council also carries out programs of its own to enhance the cultural life of the residents of Maryland. MSAC receives its funds in an annual appropriation from the State of Maryland and from grants from the National Endowment for the Arts, a federal agency. The Council may also receive contributions from private, non-governmental sources.

### **Mission Statement and Goals**

The mission of MSAC is to encourage and invest in the advancement of the arts for the people of our State. The goals of the Council are to support artists and arts organizations in their pursuit of artistic excellence, to ensure the accessibility of the arts to all citizens, and to promote statewide awareness of arts resources and opportunities. MSAC’s programs are aimed at benefiting all Maryland residents regardless of political or religious opinion or affiliation, marital status, race, color, creed, age, national origin, sex or sexual orientation, physical or mental disability, or geographic location within the State.

### **Professional Grants Review Panels**

To assist the Council in its decision-making, professionals in the arts are appointed to a variety of grants review panels. The function of panels is to evaluate applications from organizations and individuals and to offer policy recommendations to the Council. Each year, more than 100 individuals serve as grants review panelists for the Council’s programs, including Grants for Organizations, *ARTvantage*, Arts in Education, Arts in Communities, Folk and Traditional Arts, Individual Artist Awards, and Community Arts Development. Anyone wishing to serve or to nominate someone to serve should contact the MSAC office for detailed information and nomination forms.

### **Staff**

MSAC maintains a professional staff to administer its grants programs and Council-initiated programs. Staff members are available to provide technical assistance to the arts community.

### **Meetings**

All Council and Grants Review Panel meetings are open to the public in accordance with the Open Meetings Law set forth in Sections 10-501 through 10-512 of the State Government Article of the Annotated Code of Maryland. The dates, times, and locations of Council and Grants Review Panel meetings may be obtained by contacting the Council office.

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## MARYLAND TRADITIONS APPRENTICESHIP GRANT GUIDELINES

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**Purpose:** Maryland's practitioners of performance, traditional, and occupational arts make an enormous contribution to the vitality of our state by sustaining a broad range of cultural heritage for the benefit of our communities. Maryland Traditions Apprenticeship Awards encourage and foster transmission of traditional knowledge by a master artist to an apprentice, allowing these arts and skills to thrive. Traditional folk arts may include performing traditions in music, dance, and drama; traditional storytelling and other verbal arts; festival arts; traditional crafts, visual arts, architecture, the adornment and transformation of the built environment; and other kinds of occupational and material culture.

**About Maryland Traditions:** Maryland Traditions is a program of the Maryland State Arts Council (MSAC) and is supported in part by the National Endowment of the Arts (NEA). Maryland Traditions Apprenticeship Grants are administered by the MSAC. Maryland Traditions supports communities and individuals to discover, share, preserve and sustain traditional arts and culture.

Maryland Traditions:

- works directly with individuals and cultural institutions to promote the vitality of living traditions and folk arts
- shares information through research and discovery leading to outreach, interpretation, presentation and publication
- encourages efforts that connect people to one another and to a place

Maryland Traditions programs include:

- Regional Partnerships
- Apprenticeship Awards
- Project Grants
- Technical Assistance

**Who May Apply:** Maryland Traditions' Apprenticeship Awards Program welcomes applications for one-on-one apprenticeships in all forms of Maryland's traditional expressive culture. **The master artist and apprentice must both be residents of Maryland.**

The master artist must have attained excellence within the tradition and be widely recognized as such by members of his or her community. Apprenticeships in endangered traditional arts that have only a few remaining master practitioners are especially encouraged. The apprentice must demonstrate ability in the basic skills of the specific tradition of the apprenticeship (an apprentice should not be a beginner) and demonstrate a commitment to the tradition beyond the end of the apprenticeship period. Family members who meet the criteria are eligible for apprenticeships. Past recipients may apply, though new applicants may be favored.

Past years have seen fruitful apprenticeships in ship caulking, South Indian dance, decoy carving, Irish button accordion, silversmithing, screen painting, Piedmont blues, West African drumming, iron working, Chinese Opera, and Bulgarian folksong.

**Application Deadline:** January 20, 2010

**Complete, signed applications must be postmarked before midnight on January 20, 2010.** Mail completed, signed applications to:

Clifford Murphy  
Maryland State Arts Council  
175 W. Ostend Street, Suite E  
Baltimore, MD 21230

**Electronic submissions or faxed copies of applications and/or documents will not be accepted.**

**Judging Process:** The Maryland Traditions Apprenticeship Awards Jury, comprised of regional folklife experts, will review each application based on the following criteria:

- Traditional nature of the proposed art or skill
- Expertise of the master artist
- Cultural appropriateness and preparedness of the apprentice
- Relevance and importance of the tradition to the cultural history of Maryland
- Demonstrated level of commitment by the master artist and the apprentice to the apprenticeship
- Potential impact of the apprenticeship on the continued vitality of the tradition
- Feasibility of work plan and the overall coherence of the apprenticeship

**Award Amount:** Apprenticeship awards will be for a total of \$2,000 (\$1,800 for the master artist paid in two installments and \$200 for the apprentice paid in a single installment) to cover apprenticeship-related expenses.

**Notification:** All applicants will be notified of award decisions via US Mail after April 1, 2010. MSAC notifies all applicants, whether or not they receive awards. No award notifications are made by telephone or e-mail.

**Award Period and Responsibilities:** Apprenticeships may begin July 1, 2010 and continue through June 30, 2011. Master and Apprentice will meet regularly during this period as described in the application. During the apprenticeship period, a Maryland Traditions folklorist will visit with the master and apprentice to document the teaching/learning process. Masters and Apprentices are expected to participate in a culminating event for the program to be held in 2010 and may be invited to participate in other events showcasing their art forms and the apprenticeship program.

**Application Materials and Support Materials:** Complete applications consist of the following documents and/or materials.

- **One** original signed version of the completed application.
- **One** set of written support materials (maximum of 10 pages). These could include letters of recommendation, reviews, news articles, or other materials that attest to the qualifications of the master artist and/or the apprentice. Support materials provided on 8½" x 11" paper suitable for photo-reproduction will be included in application materials mailed to panelists; other material will be made available at the panel meeting.
- **One** set of **labeled** work samples on CD, Video, DVD, or digital slides (on CD or DVD). Please cue videos or tapes as appropriate for review of no more than five minutes length in the jury meeting. **Work samples are critical to an effective application and must include samples of both the Master and Apprentice!** They should provide insight into the artistic quality and traditionality of the work of BOTH master and apprentice. Include description of content. (See checklist on Application form.) **If submitting images on CD or DVD, please include a detailed list of images with captions as part of your written support materials. Applicants who need assistance in creating work samples are encouraged to contact Maryland Traditions for assistance.**

**Please do not staple! Use paper clips or binder clips only.** While the handlers of the submitted samples will take great care, MSAC is not responsible for loss of or damage to application materials. If you do not receive an award and choose to have your materials returned to you, please enclose a self-addressed envelope (include packing materials), with appropriate postage affixed. Please do not send your only copy of audiotapes, videotapes, CDs, digital slides, or manuscripts. Work samples of award recipients will be kept as part of the archival documentation of this program.

**Jury Meetings:** Jury meetings are open to the public. If you wish to observe a jury meeting, please contact MSAC offices after January 20, 2010 for specific meeting dates, times, and locations.

**Program Staff:** If you have questions about the Maryland Traditions Apprenticeship grant program and need assistance in preparing the application, contact a program administrator:

Clifford Murphy  
Maryland State Arts Council  
[cmurphy@msac.org](mailto:cmurphy@msac.org)  
410-767-6450

Elaine Eff  
Maryland State Arts Council  
410-767-6555

**MARYLAND TRADITIONS APPRENTICESHIP GRANT APPLICATION**  
**FY 2011 – DEADLINE: JANUARY 20, 2010**

Name of Master		
Address		
City	<b>MD</b>	Zip Code + Four
County – if Baltimore City, write City		
Home Telephone – include area code	Work Telephone – include area code	
E-Mail Address	Website URL	
State Legislative District Number*	Federal Congressional District Number*	

Name of Apprentice		
Address		
City	<b>MD</b>	Zip Code + Four
County – if Baltimore City, write City		
Home Telephone – include area code	Work Telephone – include area code	
E-Mail Address	Website URL	
State Legislative District Number*	Federal Congressional District Number*	

\*This information may be found at [www.mdelect.net](http://www.mdelect.net). Do not leave blank.

Name and brief description of tradition to be taught/learned:
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**OPTIONAL:** This information is being gathered for the National Endowment for the Arts. **It is not required that you answer the following questions, and answers to the following questions have no bearing on your application.** Please check the boxes below that best describe you. For race, you may check all boxes that apply. This information is gathered for statistical purposes only and will not affect the review of your application. Jurors do not see this page of the application.

**MASTER**

- Asian
- Black/African American
- Hispanic/Latino
- American Indian/Alaska Native
- Native Hawaiian/Pacific Islander
- White
  
- Male
- Female
  
- Over 65 Years of Age
- Person with Disability

**APPRENTICE**

- Asian
- Black/African American
- Hispanic/Latino
- American Indian/Alaska Native
- Native Hawaiian/Pacific Islander
- White
  
- Male
- Female
  
- Over 65 Years of Age
- Person with Disability

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**MASTER QUESTIONS – To be Completed by the Master**

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Please answer the following questions. Include the full question, including the question number, before each response. Your answers can be word processed, typed, or neatly printed. On the top of **EACH** page of your answers, write the last names of your master/apprentice team. **NOTE TO APPLICANTS: This is not a space for you to insert your press bio. Please answer the questions directly, being specific about the tradition and your engagement with it.**

1. Please describe the tradition you plan to teach.
  
2. Where, how, when and from whom did you learn this tradition?
  
3. Tell us a little bit about the importance this tradition plays in your life.
  
4. What significance does this tradition play in the life of your community and in Maryland?
  
5. What experience have you had teaching this tradition?
  
6. Why have you chosen this apprentice to receive your training?
  
7. Please list any awards, honors or other forms of recognition that you have received in the course of practicing your art form.

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**APPRENTICE QUESTIONS – To be Completed by the Apprentice**

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Please answer the following questions. Include the full question, including the question number, before each response. Your answers can be word processed, typed, or neatly printed. On the top of **EACH** page of your answers, write the last names of your master/apprentice team.

1. Describe the traditional skill or art form you would like to study further. Why is it important to you?
2. How did you first become interested in this skill or art form?
3. How long have you been practicing this art form? What is your current level of ability?
4. Why did you choose to work with this particular master artist?
5. What do you hope to learn through this apprenticeship?
6. In what ways do you plan to continue working with this traditional art form in the future?

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**WORK PLAN – To be Completed by the Master**

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Please answer the following questions. Include the full question, including the question number, before each response. Your answers can be word processed, typed, or neatly printed. On the top of EACH page of your answers, write the last names of your master/apprentice team.

1. List the specific skills, techniques or repertoire that will be taught and learned during the apprenticeship. Please provide detail and explanation of the work plan that the team will follow.
2. How often will you meet, where, when, and for how long?
3. How will teaching/learning these elements contribute to the continued vitality of this tradition?

**REQUIRED DOCUMENTS CHECKLIST**

**The following materials are a required part of your application.** One single-sided 8 ½” x 11” copy of each of the following documents is required.

- Completed, signed original application
- Written support materials – not to exceed 10 pages
- Work samples – one set, not to exceed 10 samples, with accompanying list of images/contents and captions; ***make sure your selections are cued to the best brief sample***

**SUPPORT MATERIALS HANDLING**

Please select one of the following options for handling your support materials after review is complete. MSAC will retain the support materials of teams that receive an award. Check one:

- Destroy my materials after review
- Mail my support materials back to me in the enclosed, stamped, self-addressed envelope

**RESIDENCY REQUIREMENT**

By signing the application in the space provided below, you are certifying that you have established residence and have been living in Maryland at least six months prior to the date of application. Residents must still be living in Maryland at the time of the grant award. Proof of residency may be required. **PLEASE SIGN IN BLUE INK.**

Master Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Apprentice Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

A Guardian Signature is required only if the apprentice is under 18 years of age.

**MAIL COMPLETED APPLICATION AND ALL REQUIRED DOCUMENTS BY JANUARY 20, 2010 TO:**

Clifford Murphy  
Maryland State Arts Council  
175 W. Ostend Street, Suite E  
Baltimore, MD 21230