

# Individual Excellence Award Application Frequently Asked Questions

- **What is the difference between the Narrative Statement and the Philosophy Statement?**

The Narrative Statement is a formal description of the body of work you are submitting. It should explain what panelists are seeing in the documentation of your work. It may include parts of your process, materials, installation, and setting. It is best written in paragraphs with references to specific works by image numbers or titles.

The Philosophy Statement is a description of the ideological content of the work. It should describe why you created the work and provide context. You may choose to include details about how your submission falls within your larger body of work.

Neither statement should contain biographical information, so that all applications can be reviewed anonymously.

- **Do my digital images need to be in a particular order?**

We recommend that you organize your images in a way that shows clear connections between the works you are submitting. They do not need to be in chronological order.

If you are a visual artist and you want to include detail images of your work, please include them to the right of the related artwork as you upload your images. Also note that images are displayed in groupings of three, so you may want to consider how they relate. Always try to lead and end with your strongest work.

- **Do I need to submit 12 images?**

You may submit between 9-12 digital images of your work, with a minimum of nine works to be submitted. It is better to have a strong body of work with fewer images than work that is not cohesive; so submitting work that is not related to the other work to fill the 12 images is not suggested.

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- **What if I want to submit a video or audio file that exceeds the 2GB limit on ARTIE?**

Enter the URL link to the video or audio file on a sharing platform such as Vimeo or YouTube in the box in the ARTIE application. We will download these files from the sharing site the day after the deadline.

- **Are there limitations on how the award money can be spent?**

You can use the funds in whatever way would best support your artmaking, including studio rent, supplies, equipment, childcare, etc. You must remain in the state of Ohio during the grant year and may not use the funds to continue your education in a degree-granting program.

- **Can I include work that was made while I was a student if I am not a student at the time of application?**

Yes, you may submit work student work if you are not a student at the time of application and during the grant year.

- **Where do I apply?**

Go to: [ohioartscouncil.smartsimple.com](http://ohioartscouncil.smartsimple.com) and register as an individual.

- **How do I know which discipline to apply under?**

When reviewing your body of work, determine what the majority medium is within your 9-12 images. For example, if you have nine sculptures and three wall-hung pieces, you should apply to visual arts 3D.

If your work contains elements of craft and sculpture, you should determine which classification you feel is a better characterization of you as an artist. Additionally, you may want to decide whether it would be most beneficial to have the work reviewed by a panel of craft experts or sculpture experts.

If your artwork includes installation with audio, video, or movement, you should submit under the interdisciplinary category. This category will allow you to upload a variety of support materials and file types to represent all aspects of your work.

If you still are not sure, contact us at [kathy.signorino@oac.ohio.gov](mailto:kathy.signorino@oac.ohio.gov) or [katie.davis@oac.ohio.gov](mailto:katie.davis@oac.ohio.gov), and we can recommend which discipline best represents your work.

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- **What if I cannot remember my application number?**

First, log into ARTIE. If you already submitted your application, click “View Current/Past Awards.” If you have not submitted your application, click “Open an Active Application.” The application number will be listed next to the Individual Excellence Award title. If you are still unable to locate your application number, contact us and we can help.

- **Can I submit work that I created while working for a company or for other business?**

If you have rights to ownership of the work and have not made any agreements to waive those rights, the work can be submitted. If you feel you own the creative product, even if it was created for a client, the work is eligible for consideration.

- **How Important is documentation quality?**

Good documentation is important for panel review to get the best sense of the work you are submitting. Occasionally, works of art produced or displayed in “non-traditional” settings present challenges with documentation. Because panelists are also artists, they may understand these challenges, but ultimately, if they can’t get a good sense of the artwork, it is less likely to stand out from the pool of applicants. Consider proper lighting, cropping, and focus. Be sure to provide correct dimensions and offer detail views if necessary.

- **Can I submit two different types of media under one category?**

As long as the work is cohesive, with clear connections in processes, production, or ideas, the work can be submitted together. For example, a 2D artist who has both oil paintings and artwork made from cut paper can submit these together as long as they clearly illustrate a commitment to a common theme. Submitting prints of cats along with landscape paintings would not qualify as a cohesive body of work.

- **What qualifies as a “body of artwork”?**

A body of work is a series of works that are related either through material or concept. Panelists like to see clear commitment to an idea or material exploration. Use the Narrative and Philosophy Statements to help make these connections if you think it might not be immediately understood through your supplemental materials.