

Oregon Folklife Network

Traditional Arts Apprenticeship Program

Guidelines and Application

The OFN documents, supports, and celebrates Oregon's traditional art forms and cultural practices. We strive to make a meaningful difference in communities by empowering tradition keepers to pass on their skills and knowledge. Through TAAP, OFN develops and implements high quality folk arts programming, raising public awareness about the wealth and value of Oregon's traditional arts and culture.

If you know qualified candidates for this program, please [send](#) us your recommendations.

TAAP is funded in part by the National Endowment for the Arts, Folk & Traditional Arts Program; the Oregon Cultural Trust; and the Oregon Arts Commission.

Purpose

The Traditional Arts Apprenticeship Program recognizes the knowledge and skills of excellent folk & traditional artists and facilitates the transmission and preservation of traditional art forms between mentors and apprentices.

Folk & traditional arts express a community's heritage and cultural aesthetics. Communities may include ethnic, tribal, occupational, regional, and religious groups. Individuals usually learn their culture's traditional arts over time, in face-to-face situations, and by observation and imitation.

Examples of Oregon folk arts include but are not limited to Lao dance, Mexican-American embroidery, old-time fiddling, African-American gospel singing, saddle making and rawhide braiding for working cowboys, Native American basketry, foodways, fisher and Northwest logger poetry.

Definitions

Apprenticeship: A time-honored system by which a recognized and excellent mentor passes on skills, techniques, values and artistry over an extended period of time.

Mentor: Someone whom his or her community and peers recognize as an exemplary practitioner of a traditional art form.

Apprentice: Someone who learns under the guidance of a mentor.

TAAP Timeline

- Applications received: April 1
- Panel Review: April/May
- Applicant Notifications: mid-June
- Apprenticeships Begin: August 1
- First payment sent: August-Sept
- Public presentation: March-April
- OFN documentation of the art form
- Apprenticeships End: March 31
- Final payment after completion & submission of final report: no later than June 30

Evaluation Criteria

- Traditional and artistic merit of the mentoring artist. (See, *support letters, work samples*)
- Significance of the art form to the community. (See, *narrative, support letters*)
- Extent of apprentice's prior experience with the traditional art form. (See, *narrative, work samples, support letters*)
- Extent of apprentice's commitment to continuing the traditional art form. (See, *narrative*)
- Evidence that mentor and apprentice share membership in the same cultural community (family*, ethnic, tribal, religious, occupational) where the folk art form originates. (See, *narrative*)
- Feasibility, clarity, and effectiveness of the apprenticeship plan. (See, *project plan*)
- Feasibility of the culminating public presentation, when appropriate. (See, *project plan*)

*Applications for apprenticeships involving family members **MUST** include a strong justification.

Selection Process

A panel of cultural experts and traditional artists will review all applications received. The panel discusses applications and makes recommendations. OFN staff reviews recommendations, and OFN Director makes final determination.

Period of Support

Apprenticeships last eight months and conclude with a public presentation. In addition, TAAP participants may be honored at the State Capitol and invited to perform or demonstrate there.

Award Amount

Apprenticeship awards are \$3,000 each intended to fund mentors' instruction fees (at least \$2,400) and supplies, plus travel for mentors and apprentices. Supplies are consumable materials such as wood, grasses, leather, discs, etc., **not permanent equipment** (musical instruments, tools, electronic recording devices, etc.). Other necessary expenses may be considered.

Application Packet includes:

Submit all required forms and supplemental materials:

- Section 1 - Cover Sheet
- Section 2 - Project Proposal
- Section 3 - Support Materials
- Section 4 - Optional Permission
- Section 5 - Application Checklist

Application Deadline

All application materials must be received by **4:30pm, the first business day of April—no exceptions!**

NOTE: Incomplete or late applications are not eligible for review and will not be accepted.

Please proof your application and make sure you have included all contact information, narrative sections, and support materials.

Questions?

The Oregon Folklife Network is dedicated to providing equal access to the TAAP application process. If you need help with your application or have questions, please contact us!

Emily West Afanador
OFN Program Manager
541-346-3820
eafanado@uoregon.edu

Directions: Each section should be typed or legibly handwritten. Please contact us for assistance with any language translation.

SECTION 1: Cover Sheet

Project Information

Project Title _____ Art Form _____

Brief Description: _____

Mentor Artist Information

Name _____

Address _____

City _____ State OR Zip _____ County _____

Day Phone (_____) _____ Evening Phone (_____) _____

E-Mail _____ Website _____

Date of Birth _____ Place of Birth _____

Apprentice Information

Name _____

Address _____

City _____ State OR Zip _____ County _____

Day Phone (_____) _____ Evening Phone (_____) _____

E-Mail _____ Website _____

Date of Birth _____ Place of Birth _____

Agreement: I am willing to participate in the plans as outlined in this application. I hereby certify that the Mentor and Apprentice are legal residents of Oregon and that the application information is true and complete to the best of my knowledge. I agree to allow OFN to duplicate any materials submitted with the application for purposes of the selection process. The award recipient will be responsible for any taxes due on received funds.

Signatures

Mentor _____ Date _____

Apprentice _____ Date _____

SECTION 2: Project Proposal

Section 2A: Mentor Narrative ***(Mentor must complete)***

A. Please provide a brief biography of yourself. (250 words/1500 characters maximum)

B. Please describe the tradition that you wish to teach. (150 words/1000 characters maximum)

C. Where, how, when and from whom did you learn this tradition? (250 words/1500 characters maximum)

D. Why have you chosen this apprentice to receive your training? Explain why this apprentice shows promise in continuing this folk or traditional art. (250 words/1500 characters maximum)

E. Why is this artistic tradition important to your community? Describe any artistic workshops, performances, or services you have provided your community or the public. (250 words/1500 characters maximum)

F. Please list any awards, honors, or other forms of recognition that you have received in the course of practicing your art form. (250 words /1500 characters maximum)

G. If this apprenticeship involves family members, you MUST include a strong justification as to why funding is necessary to carry on your tradition. (150 words/1000 characters maximum)

SECTION 2B: Apprentice Narrative
(Apprentice must complete)

A. Please provide a brief biography of yourself. (250 words/1500 characters maximum)

B. Where, how, when and from whom did you first learn this art form? (250 words/1500 characters maximum)

C. How long have you been involved in this art form? (100 words/500 characters maximum)

D. What is your plan for working with this art form after the apprenticeship is complete? (150 words/1000 characters maximum)

E. Why have you chosen to work with this mentor? (150 words/1000 characters maximum)

F. If this apprenticeship involves family members, you MUST include a strong justification as to why funding is necessary to carry on your tradition. (150 words/1000 characters maximum)

SECTION 2C: Project Plan

(Mentor and Apprentice must complete this together)

A. Please briefly describe the skills, techniques and forms to be taught or shared. (100 words/500 characters maximum)

B. Please describe the ways in which you share the same cultural community—for example: tribal, familial, religious, occupational, or ethnic ties. (150 words/1000 characters maximum)

C. Please describe your schedule for the lessons (how many meetings per week or month, total number of meetings) and goals for each. (250 words/1500 characters maximum)

D. Apprenticeships involve public presentation* of your work in at least one community event to which you must invite your elected representatives from the Oregon House and Senate. Please describe your plans for your proposed public presentation, its location, and potential date(s). (150 words/1000 characters maximum)

***NOTE:** *Public presentations may take a variety of forms: actual face-to-face performances or workshops, web-based presentations, blogs, Youtube videos, or other social media formats are acceptable, but applicants should discuss these ideas first with OFN staff.*

SECTION 3: Support Materials (support letters, work samples, optional additional materials) (*To be completed by Mentor and Apprentice*)

(To have support materials returned, please enclose self-addressed stamped envelope or packaging.)

3A. Letters of Support

Letters from individuals familiar with the Mentor's and Apprentice's works are required and of great assistance to the review panel. Letters of support should address the appropriateness of those involved with a particular apprenticeship, knowledge and skills of the artist/s, and value to the relevant culture community. Signed letters should be addressed to the Oregon Folklife Network (OFN) and should be included with this application form. Please submit one (1) to three (3) letters of support for the Mentor and a *minimum* of one (1) letter of support for the Apprentice.

3B. Artists' Work Samples

Work samples should show excellence in the traditional art proposed for the apprenticeship. Do not send original artwork.

Both Mentor and Apprentice must submit separate work samples showing their work; these are necessary for the panel to evaluate the application. Please clearly label each item with your name; make sure to number each to match the written description below. OFN prefers digital work samples on CD, DVD, or a list of links on an additional page (no flash drives, please) but will accept slides, tapes, or actual photos.

Submit no more than three (3) work samples for the Mentor. Submit only one (1) or two (2) work samples for the Apprentice. Send your support materials with the rest of your application; do *not* email work samples to the OFN. Applications submitted without work samples are not eligible for review.

Each individual photo, audio file, video, news article, etc. represents one (1) support item. Audio or visual clips should not exceed three (3) minutes in length. For audio or video submissions over three (3) minutes, please indicate cueing instructions for segments to be reviewed. If no segments are indicated, samples will be played for three minutes from the beginning.

On the form below, indicate format (photo, audio, video), a brief description of each work sample, and a brief note about the work sample's relevance to the proposed apprenticeship. Make sure work samples are labeled with your name and relevant item number, as per below.

Mentor's Name: _____

Work Sample 1 _____

Format: _____

Any cueing instructions for audio/video: _____

Description: _____

Relevance to proposed apprenticeship: _____

Work Sample 2 _____

Format: _____

Any cueing instructions for audio/video: _____

Description: _____

Relevance to proposed apprenticeship: _____

Work Sample 3 _____

Format: _____

Any cueing instructions for audio/video: _____

Description: _____

Relevance to proposed apprenticeship: _____

Apprentice's Name: _____

Work Sample 1 _____

Format: _____

Any cueing instructions for audio/video: _____

Description: _____

Relevance to proposed apprenticeship: _____

Work Sample 2 _____

Format: _____

Any cueing instructions for audio/video: _____

Description: _____

Relevance to proposed apprenticeship: _____

3C. Optional additional support materials

Each apprenticeship team may submit no more than ***five (5) pages*** of other support materials (program notes, brochures, news clips, flyers, etc.). OFN will include only the first five (5) pages for panel review; other materials will be discarded. Please list what optional items included, for example: 2 brochures, 1 flyer, 2 news clips.

SECTION 4: Consent to OFN Fair Use of Application Materials

Signing below indicates that you grant the Oregon Folklife Network and its operational partners permission to use work samples submitted with this application for promotional and educational materials under the U.S. Copyright Law (title 17, U.S. Code) under the “fair use” clause.

If you **DO NOT** wish to have your work samples used in promotional and educational materials produced by the Oregon Folklife Network, please check the box below and **DO NOT sign** this page. Not giving permission in no way affects the status of your application.

Mentor _____ Date _____

Apprentice _____ Date _____

I **DO NOT** wish to have my works samples used in any promotional or educational materials produced by the Oregon Folklife Network.

SECTION 5: Application Checklist

Please submit this checklist with your application.

- 1. Application Checklist
- 2. Cover Sheet: Section 1
- 3. Mentor Narrative: Section 2A
- 4. Apprentice Narrative: Section 2B
- 5. Project Plan: Section 2C
- 6. Support Materials/Letters of Support: Section 3A
 - Mentor’s Letters of Support Number of Letters _____
 - Apprentice’s Letters of Support Number of Letters _____
- 7. Support Materials/Work Samples: Section 3B
 - Mentor’s Work Samples Number of Samples _____
 - Apprentice’s Work Samples Number of Samples _____
- 8. Support Materials/Optional Additional Materials: Section 3C
Number of Optional Materials _____
- 9. Self-addressed, stamped envelope for the return any support materials
(*Optional*)

Questions?

Contact Emily West Afanador, OFN Program Manager

541-346-3820

eafanado@uoregon.edu

Send or hand-deliver a signed, hard copy of completed application (including ALL support materials) to:

Emily West Afanador
Oregon Folklife Network
242 Knight Library
6204 University of Oregon
Eugene, OR 97403-6204

Applications must be received by the first business day of April, 4:30pm.
*(This is not a postmark deadline. The **OFN is not responsible for delays in postal service.**)*

******Please keep a copy of this application for your records.***