

## Artist Housing Certification Application

Please review the Artist Housing Certification Guidelines fully before completing this application. **The Artist Housing Certification is geared toward artists who do not have work space that meets their needs through their job, and are invested in making art as a full-time profession instead of a hobby.** If you are a commercial architect, graphic designer, filmmaker, journalist, etc. who works for a company, and not a sole proprietor, we ask that you consider if this program is the right fit for you. If art-making is solely a hobby, we also ask that you consider if this program is best suited for you.

### Contact Information

Full Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Artistic Career Questions

**What is your primary artistic discipline? (Choose all that apply)**

- Visual Arts:** including painting, printmaking, sculpture, photography, conceptual art, ceramics, woodworking, architecture/design, media arts, film, and new media.
- Performing Arts:** including dance, theater, and music.
- Literary Arts:** including fiction, non-fiction, poetry, and spoken word.
- Media Arts**

- Architecture/Design
- Multidisciplinary Art

Why do you need an artist's live/work space? (Answer below)

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Are you applying for re-certification?

- Yes
- No

Before submitting your application please include the following documents as part of your application materials:

**Artistic Resume**

*Your artistic resume or CV can and should list **any** of the following examples of types of artistic work. Dates must be included or examples **will not be considered**:*

- Dates and locations of group or individual exhibitions
- Publications
- Performances
- Press coverage
- Awards and grants
- Artist residencies
- jobs held in field of artistic discipline, and
- formal training in the arts, if you have it.

**Work Samples**

*This includes image, video clips, writing samples, etc. Works must be dated or else they **will not be considered** in your application review process.*

- ❑ **One reference letter** of support from peers and professionals in the arts who can confirm you have been active in your artistic practice over the past three years. This letter can be short and concise.

### **Who reviews the applications?**

The Artist Resource Manager in the Mayor's Office of Arts and Culture reviews applications.

The decision of the Artist Resource Manager is final. If an applicant is not certified during this round, it is because they were not able to convey that they have been actively making art in the past three years through their application.

### **Applications will be reviewed based on the following criteria:**

- ❑ Evidence of a recent body of work (last three years), demonstrated by an artistic resume or CV that lists dates and locations of exhibitions, publications, performances, press, awards, artist residencies, jobs held in an artistic discipline field, and formal training if you have it.
- ❑ Documentation of artwork ("work samples") including images, video clips, writing samples, etc. Files must be dated or they will not be considered.
- ❑ One reference letter of support from peers and professionals in the arts who can confirm you have been active in your artistic practice over the past three years.

### **When are applications accepted?**

Applications for the Artist Certification are always accepted. Please check our website to see when we will be reviewing applications at:

<https://www.boston.gov/departments/arts-and-culture/artist-housing-certification>

### **When will I hear back about the status of my application?**

You will hear back about your application the week after we review applications. Use the link above to check when we will be reviewing applications.

### **What is Automatic Certification?**

Automatic certification is granted to artists who have received any of the following awards in the last 3 years: the Massachusetts Cultural Council Artist Fellowship, The Boston Foundation Brother Thomas Fellowship, the Boston Cultural Council Artist Fellowship, or the City of Boston Emerging Artist Award.

To receive automatic certification, please fill out your name and contact information in the Artist Housing Certification application and upload your fellowship letter in the Work Samples section. Letter must prove reception of award in the past three years.

### **To Apply:**

We recommend that you apply online instead of submitting a hard copy application if you are able to do so. You can find out online application by following this link:

<https://www.boston.gov/departments/arts-and-culture/artist-housing-certification>

If you would like to submit a hard copy of your application, please scan and email your completed application and send it to [Arts@Boston.gov](mailto:Arts@Boston.gov) with the subject "Artist Housing Certification Application" and your first and last name.

If you would like to mail in your completed application or drop it off, please email [Arts@Boston.gov](mailto:Arts@Boston.gov) letting us know you have mailed in your application and mail the application to:

Boston City Hall  
1 City Hall Square, Room 802  
Boston MA, 02201  
Attn: Mayor's Office of Arts and Culture