

ROBERT GIARD FELLOWSHIP DESCRIPTION AND GUIDELINES

Fall 2009 – Spring 2010

Deadline: November 15th 2009

The Robert Giard Fellowship

An annual award named for Robert Giard, a portrait, landscape, and figure photographer whose work often focused on LGBTQ lives and issues, this award is presented to an emerging, early or mid-career artist from any country working in photography, photo-based media, video, or moving image; short-form film or video must be no more than 30 minutes in length. This award will support a directed project, one that is new or continuing, that addresses issues of sexuality, gender, or LGBTQ identity.

University affiliation is not necessary. If you are not sure whether you will be eligible for the award, we recommend that you contact us well before the deadline so we can make a determination; otherwise, you may be declared ineligible after the deadline and your application will not be submitted to the committee. This award is adjudicated by the fellowships committee of the Center for Lesbian and Gay Studies and a jury of the Robert Giard Foundation.

Submission Guidelines

Submission for the Giard Fellowship is a three-part process:

Part I–Application;

Part II–Letters of Recommendation;

Part III–Work Sample(s).

Materials must be sent in three separate parts. If, for example, your work samples are viewable online, you may include links in Part I, but must also download online samples, place them on CD, and physically mail them as part of your Part III submission. Applications without all three parts will be considered incomplete.

All three parts must be emailed/postmarked by the deadline, November 15, 2009. Once all parts are received, applicants will receive a notification email.

Part I.

Applicants should send the following items in a single email, as one or multiple attachments to CLAGSFellowships@gmail.com:

- Cover Letter in Word or PDF format which lists:
 - Full Name
 - Postal Address
 - Email Address
 - Phone Number (if applicable)
 - Website (if applicable)
 - Proposed Project Title

- A brief letter of no more than 200 words (optional)
- Names of Recommenders
- File title: GiardCoverLetter_LastName_FirstInitial
- Artist's C.V.
 - Word or PDF format
 - File Title: GiardCV_LastName_FirstInitial
- Description of the proposed project in Word or PDF format
 - (500 – 750 words in length)
 - FileTitle: GiardProposal_LastName_FirstInitial

Note:

Applicants must email their application to: CLAGSFellowships@gmail.com with “Giard Application” and Last name, First Initial in the subject line.

Please name all files as noted above and in the example below.

Example

To: giardfellowship@gmail.com

From: SSmith4@gc.cuny.edu <Shawnta Smith>

Subject: Giard Application SmithS

Attachments: GiardCoverLetter Smith S.pdf; GiardCV Smith S.pdf;
GiardProposal Smith S.doc

Part II.

Recommenders should send their recommendations via email or postal mail

- Two letters of support (Sent directly from recommenders)
 - Email is preferred.
 - Recommenders may email their letters to: CLAGSFellowships@gmail.com with “Giard Letter” and the applicant’s name in the subject line.

Example

To: giardfellowship@gmail.com

From: mtaylor@sdu.edu <Professor Marianne Taylor>

Subject: Fall: Giard Letter James Pete

Attachments: GiardLetterJamesPete.pdf

Part III

Applicants should send the following items via postal mail only:

- Representative examples of their work with optional *Description of Representative examples* (see below), and a short cover letter.
- **Cover Letter in print**
 - Full Name
 - Postal Address
 - Email Address

- Phone Number (if applicable)
 - Website (if applicable)
 - Proposed Project Title
 - Work sample Title(s) –Please **do not** describe work samples in the cover letter. Use the *Description of Representative examples* to detail work samples.
- **Still Images:**
 - digital reproductions on CD are preferred
 - print copies will also be accepted
 - Send between 10 and 20 images and/or slides
 - Acceptable compressed image file formats: .jpeg, .jpg, .gif, .tiff, .ppt
 - Please send high resolution images. If still images are formatted into any other slide-show or presentation moveable format, please consult Moving Image guidelines below.
 - Please play your CD on a few Apple and Microsoft computers, and ensure their ability to create a slideshow upon immediate entry, or with very little “open with” options. Committee will view most materials using the “open with” option.
- DO NOT:
- Do not send original artwork.
 - Do not stick tape atop CD’s; please apply any ink directly to the CD.
 - Still images in the sole form of Vector Graphics are not acceptable.
- **Moving Images:**
 - Send only five minutes of film/moving image to sample.
 - If multiple samples are sent, please have five minutes total viewing time.
 - If you have a larger piece, please detail cue time of up to five consecutive minutes in either *Description of Representative sample* and/or write cue time on CD in marker.
 - Acceptable File Formats: .mov, .qt, .wmv, .mp4, .mpg, .rm
 - DVD is preferred.
 - VHS will also be accepted.
 - Samples will not be returned.
- DO NOT:
- Do not send very long films without a cue time (they will not be viewed).
 - Do not send archival materials as samples will not be returned.
- **Description of Representative Examples (optional)**
 - Full Name
 - Email Address
 - Website, URL, Links (if applicable)
 - Proposed Project Title
 - Work sample Title(s)

- For moving images, no more than 100 word description of work samples (per work sample)
- If images, please send an image list with no more than 50-word image descriptions (per image)

Please email the CLAGS office with any questions to CLAGSFellowships@gmail.com or (see general guidelines). No phone calls please. If you would like to receive a phone call, please send your inquiry via email with a phone number.

The winner of the fellowship may be asked to participate in CLAGS and Giard Foundation programming in the following academic year to present her/his completed project.