



**IDA F. HAIMOVICZ VISUAL ARTS AWARD
For Montgomery County High School Juniors**

2020 - 2021 AWARD GUIDELINES

SUBMISSION DETAILS

APPLICATION DEADLINE: Friday, April 16, 2021 at 11:59 p.m.

Award notifications will occur in June 2021.

**All applications and relevant materials must be submitted online through
AHCMC's application portal: <https://artsandhumanities.smapply.io/>**

Late applications and materials will not be accepted.

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The Mission of the Arts & Humanities Council of Montgomery County

The Arts & Humanities Council of Montgomery County (AHC MC), in partnership with the community, cultivates and supports excellence in the arts and the humanities, expands access to cultural expression, and contributes to economic vitality in the region.

Equity & Inclusion

With the acknowledgement and understanding that access to resources has been historically limited for certain groups of people, AHC MC is committed to cultural equity within all funding activities and to serving communities that have been traditionally underrepresented in mainstream funding, discourse, leadership, and resource allocation, including but not limited to, Black, Indigenous, Native American, Latinx, Chicax, Arab, MENASA (Middle Eastern, North African, South Asian), Asian, Pacific Islander, and other communities of color, socio-economically disadvantaged communities, differently abled individuals and/or people with disabilities, and Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and Asexual constituents.

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Introduction

The *Ida F. Haimovicz Visual Arts Award* is a competitive award open annually to all Montgomery County, MD high school juniors. AHCMC gratefully recognizes the **family of Ida F. Haimovicz** for their generous gift to endow this award. Established in 1998, this award honors both a high school junior who excels in visual arts and Ida F. Haimovicz, who developed her artistic talent late in life and wanted to encourage young people to develop and pursue their talent in visual art while they are young.

Purpose

This award benefits a high school junior, enrolled in a public or non-public high school in Montgomery County, MD who intends to pursue the study of and/or a career in visual arts.

The 2020 - 2021 *Ida F. Haimovicz Visual Arts Award* will be presented to one recipient following a juried selection process that is based upon the merit of the original submitted work and the applicant's commitment to the visual arts discipline, not financial need.

Award

The awardee receives an award of \$3,000, a mentorship with a visual arts professional, and a solo exhibition presented in conjunction with an award ceremony.

2020 - 2021 *Ida F. Haimovicz Visual Arts Award* Estimated Timeline

Application Preparation Webinars	March 2021
Application Deadline	April 2021
Panel Review	June 2021
Award Announcement	July 2021
Award Ceremony	To Be Determined 2021

Important Notes

- Work samples must be the applicants own work; collaborative works or group projects **will not be accepted**.
- Work samples should be from work created within the last two years.
- Work samples are not limited to work created for school credit.
- Incomplete submissions **will not be accepted**.

Applicant Eligibility Requirements

An individual is eligible to apply if the individual meets all the following eligibility requirements **by the published deadline**:

- Resides in Montgomery County, MD;
- Is able to provide AHCMC with a Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN) prior to receiving the award disbursement;
- Is enrolled full-time during the fall of 2020 and spring of 2021 of their junior year in a public or non-public high school located in Montgomery County, MD (home-schooled students are also eligible to apply); and
- Will be graduating high school in the spring of 2022.

Visual Arts Disciplines

The artwork submitted must demonstrate the applicant's proficiency in any of, or combination of, the following visual arts disciplines:

- Painting (i.e., acrylic, oil, watercolor, tempera, etc.)
- Drawing (i.e., charcoal, pencil, pastel etc.)
- Photography
- Printmaking (i.e., screen-printing, lithography, etching, etc.)
- Digital media & film (i.e., graphic design, digital illustration, animation, etc.)
- Mixed media (i.e., fiber-based arts, collage, assemblage, etc.)
- Sculpture (i.e., woodwork, metalwork, glass, etc.)
- Ceramics

Review Panel Process

All eligible applications are evaluated by a panel of arts and arts education professionals in an open panel review process. Panelists are chosen to represent a cross-section of professionals qualified to provide expert knowledge of the visual arts and arts education. AHCMC staff make every effort to ensure that the panel is diverse in all respects.

AHCMC staff review applications for eligibility and completeness, but do not score. Staff manage all administrative and logistical tasks necessary to conduct a successful panel review, provide panelists all documentation necessary to evaluate applications effectively, inform the panel in matters of AHCMC policy and procedures, and facilitate panel meetings. Panelists are provided with the eligible applications and support materials approximately four weeks prior to the panel review meeting to allow sufficient time for their evaluation. All eligible applications are evaluated based on the following AHCMC Evaluation Criteria: Activities & Relevant Skills, Career Goals, Technical Skills, and Originality & Creativity (described in detail below).

The panel convenes to discuss and provide scores for each application. Panel meetings are open to applicants who wish to observe; however, applicants are not permitted to make any comments or participate in any way at the panel meeting. Applicants may not contact panelists before or after the panel meeting regarding their application review. Once the application deadline has passed and the panel has received the application for review, AHCMC staff will not forward updates from the applicant to the panel.

AHCMC grants staff use the applicant's panel score to recommend an awardee to AHCMC's CEO. AHCMC's CEO has final authority to approve the recommended awardee.

Panel scores and comments are available to all applicants upon request after the award notification has been publicly announced. Applicants are **highly encouraged** to schedule a feedback appointment to review panel scores and comments by contacting Ana-Alicia Feng, Grants Program Assistant Manager, at AnaAlicia.Feng@creativemoco.com or (301) 565-3805 ext. 21

Evaluation Criteria

Panelists evaluate and score each 2020 – 2021 *Ida F. Haimovicz Visual Arts Award* application based on the extent to which the application addresses the following Evaluation Criteria. An applicant's commitment to each Evaluation Criteria should thread through the entire application, including the narratives and work sample(s).

Activities & Relevant Skills (25 points)

- ✓ Clearly describes visual arts activities outside of school, additional extracurricular activities, and other obligations, which can include paid work
 - If the applicant does not participate in any extracurricular activities, the applicant should provide a statement explaining why
- ✓ Demonstrates interest in developing skills that will serve them in a visual arts or visual arts-related career

Career Goals (25 points)

- ✓ Demonstrates commitment to the artistic discipline
- ✓ Provides clear statement of goals for a visual arts or visual arts-related career
- ✓ Outlines specific steps to achieve the stated goals

Technical Skills (25 points)

- ✓ Demonstrates proficiency in the medium(s) used that are appropriate for an emerging artist
- ✓ Provides description of skills and techniques used
- ✓ Presents work samples that are appropriately formatted

Originality & Creativity (25 points)

- ✓ Demonstrates creativity, originality, and strong conceptualization
- ✓ Shows versatility by challenging standard clichés, stylistic boundaries, and/or notions of how a concept or emotion can be expressed
- ✓ Explains themes and patterns present throughout the work

The Online Application Process

All applications and relevant materials must be submitted online through the AHCMC [SurveyMonkey Apply \(SM Apply\)](#) application portal. For questions about SM Apply, please contact Ana-Alicia Feng, Grants Program Assistant Manager, at (301) 565-3805 ext. 21, or AnaAlicia.Feng@creativemoco.com.

Required Application Materials

A completed, online application includes:

1. A Completed Narrative

- [Download a template of the application under the "Application" tab on the AHCMC website by clicking here](#). Please note that templates are for the applicant's reference only and all applications and materials must be submitted through SM Apply.

2. High School Transcript

- Upload one copy of the applicant's current high school transcript verified by the original signature of their guidance counselor as a PDF document. This signature verifies that the

applicant's grades are up-to-date and that they are on track to graduate with a high school diploma in the spring of 2022.

- Home-schooled applicants may have their current high school transcript signed by their primary instructor if a guidance counselor is not available.
- **Transcripts will only be used to verify eligibility; transcripts will not be sent to the panel and will not be used as part of the evaluation process.**

3. Home-School Notification Form (required for home-schooled students only)

- All home-schooled applicants must submit a Home-School Notification Form signed by a parent or guardian who verifies that the student is home-schooled and that they comply with Maryland State Department of Education home-schooling regulations.
- **The Home-School Notification Form will only be used to verify eligibility; the form will not be sent to the panel and will not be used as part of the evaluation process.**

4. Work Sample(s)

- Upload a **maximum of 10 work samples, maximum 10 files total** of original work created within the past two years.
 - At least five pieces must be work that the applicant would feel comfortable exhibiting publicly.
 - Work samples must be of finished work; however, work does not need to be matted or framed for the review process.
- Applicants may submit work samples for a combination of disciplines.
- Include a cover page with thumbnails of each piece, work sample number, title of each work, medium(s) used, dimensions (unframed), and year completed.
 - [A template for the cover sheet can be found on the AHCMC website under the "Application" tab by clicking here.](#)
- Submit work sample(s) in the format specified below:
 - Images:
 - Files must be in .jpg, .jpeg, .png or .PDF format
 - Can be uploaded individually or formatted as one PDF.
 - Must be in focus. Photograph work on a solid background if possible.
 - Video: Maximum 2 video files, no more than five minutes combined. Maximum 100 MB per file.
 - Audio: Maximum 2 audio files, no more than five minutes combined. Maximum 10 MB per file.
 - Live video or audio hyperlinks can also be placed within a PDF (i.e., a live hyperlink to YouTube within a PDF).
 - If the submitted video and/or audio is more than 5 minutes combined, applicants will be provided with a space to include instructions for which segments the panel should pay attention to. (Ex: Please click on the YouTube hyperlink to watch the video from 0:47 to 4:10)

Application Preparation Assistance

Applicants are highly encouraged to contact AHCMC grants staff with any questions prior to the application deadline.

Application Preparation Webinars

AHCMC staff will hold free preparation webinars to provide assistance to students applying for the *Ida F. Haimovicz Visual Arts Award*. While attendance is not required, AHCMC strongly encourages all potential applicants to attend a webinar. Whether or not an applicant attends a webinar will not be a factor in evaluating the application. Please go to <https://www.creativemoco.com/find-opportunities/newsletters/> to join our email list and receive notifications about opportunities, deadlines, and webinars.

Personal Appointments

Personal appointments are available for students who are unable to attend a webinar or who need additional assistance. Assistance for both the content of the application and the online application system is available. Consultation services in languages other than English are available by appointment.

Personal appointments must be held **at least two weeks prior to the application deadline**. To schedule an appointment, contact Ana-Alicia Feng, Grants Program Assistant Manager, at (301) 565-3805 ext. 21, or AnaAlicia.Feng@creativemoco.com.

Post-Award Information

Applicants are strongly encouraged to read this section carefully before submitting an application.

Award Recipient Responsibility

As conditions for accepting the award, the award recipient understands and agrees to honor the following obligations:

- The award recipient will work with a visual arts mentor designated by AHCMC;
- The award recipient must attend the award ceremony;
- The award recipient must agree to abide by any deadlines determined by the mentor and AHCMC staff regarding the preparation needed to display artwork. **Artwork that is not ready for display by the date communicated by AHCMC staff and the mentor may be disqualified;**
- AHCMC reserves the right to produce one slide from the award recipient's submission, at the Council's expense, to publicize the award presentation reception, and for other AHCMC publications. AHCMC agrees to credit the award recipient by name and include copyright symbol on the written work. AHCMC will not use the recipient's writing for monetary advantage; and
- AHCMC reserves the right to publish the name of the recipient and the recipient's high school in press releases to publicize the *Ida F. Haimovicz Visual Arts Award*.

Award Disbursement

The full award will be disbursed to the award recipient following AHCMC's receipt of:

- A W-9 form with the award recipient's Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN);

- The Bill.com contact form and the creation of a Bill.com account, allowing direct deposit of funds to the award recipient’s bank account¹;
- The required Intellectual Property Release Form; and
- The Media Release Form.

The Bill.com contact form, Intellectual Property Release Form, and Media Release form must all be signed by both the award recipient and a parent and/or legal guardian of the award recipient.

Important Reminders & Tips

- Applications must be submitted online through AHCMC’s application portal **by 11:59 p.m. on the posted deadline. Late applications will not be accepted.**
- Applications that are emailed, delivered in person, faxed, or submitted in any fashion other than the online application system will not be accepted.
- **Follow the instructions in SM Apply carefully.**
- Write clearly and concisely—do not use jargon. Remember that the panelists who are reading the application may be unfamiliar with the applicant’s work.
- Keep in mind that the AHCMC staff does not participate in panel discussions—the application must stand on its own.
- Be sure to reference the evaluation criteria when preparing and writing the application.
- Before submitting, proofread the application for readability and content.
- **To avoid unanticipated technical glitches, do not wait until the deadline to submit.**

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Questions?

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¹ AHCMC uses a paperless payment process to disburse awards. Bill.com is an online system that allows AHCMC to send secure E-payments.