Craft Ontario Awards – Frequently Asked Questions

This document is intended to help clarify the Craft Awards application process, and answer some Frequently Asked Questions! If you have any other questions, please email Elycia at esfa@craftontario.com.

The Craft Award application consists of these four components:

1. Biography/Artist Statement
2. CV/Resume
3. 10 Professional Images of your work
4. Support Documents

GENERAL FAQ'S:

Q: Can I apply for more than one Award?
A: Yes! Applying for more than one Award is encouraged. You should check every Award you are eligible for. Please note that different Awards require different support documents, so please name your files clearly!

Q: Can I receive the same Award more than once?
A: No, once you have received a specific Award, you are not eligible to apply for it again.

Q: How are the Awards juried?
A: Every year a new jury of five professionals from the Craft Community is selected. We put together a jury package for their review, which includes application images, image information, and background/statement information. The jury only selects recipients based on excellence of work, and not on financial need - support documents are reviewed by staff internally to ensure eligibility, but not by the jury.

Once each jury member receives their jury package, they have three weeks to carefully go through each application and decide on a score according to (list four jury guidelines here). All scores are then sent back to Craft Ontario where we combine and average to create a list of applications by highest to lowest score. The jury then reconvenes in person for half a day, and goes through the list again, comparing notes, altering scores, and then choosing final recipients.

Once the jury decisions are final, we announce the jury names along with the chosen recipients. If you have questions about the results of your application, please forward them to Elycia!

CRAFT ONTARIO

BIOGRAPHY/ARTIST STATEMENT:

Q: What is the difference between a biography and artist statement?

A: An artist statement is a description of your practice, and can include information about materials and techniques you use to make your work, as well as conceptual ideas. A biography is a summary of your art career highlights, including information about where you may have studied, awards or grants you have received, and an overview of your exhibition history. If you are unsure of what you have written, ask someone who is familiar with your work to read it over. It can also help to read it out loud to yourself!

CURRICULUM VITAE/RESUME:

As makers and creative people, it can be tempting to convey that creativity in your CV. In this case, simplicity is best! Some key things to remember:

- Only use one font and text colour.
- Make sure to save your file as a PDF! This helps to preserve formatting when being viewed on a different computer/by the jury. Also if you use a non-standard font, saving your file as a PDF will still make that it viewable to different computers that may not have that specific font.
- You don't need to add an image of your work, or a logo, or an image of yourself.
- You don't need to add your physical address on an artist CV, but feel free to include your website, email, and social media info.

Q: What categories should I include on my CV?

A: Your CV can include categories like: education, residencies, exhibitions, publications, awards, and if your work is in private collections!

CRAFT ONTARIO

10 PROFESSIONAL IMAGES OF YOUR WORK:

Q: What constitutes a professional image?

A:

- Simply stated, a professional image should accurately represent what the work looks like in real life. That includes having good lighting so the colours are accurate, and having a clean, background without visual distractions.
- If the piece is a 3D object like a sculpture or piece of furniture, photograph it from different angles so the viewer can fully understand what they are looking at. If you don't have access to a photo studio, you can create a seamless backdrop with a roll of paper or a piece of fabric.
- If the piece is a 2D object, like a woven panel, photograph it on a wall or on another flat surface. You can also use a roll of paper of piece of fabric to create a clean backdrop if you don't have access to one.
- Don't forget detail images!

Q: How do I name my image files?

A: Please name your image files in the following format:
FIRST NAME_LAST NAME_IMAGE NUMBER.jpg. Please don't include the title or year in the file name, there are designated spaces for those on the application form!

Q: How do I format my images?

A:

- Save your images as jpg files.
- Each image must have a minimum resolution of 72 dpi.
- Each image must have a minimum measurement of 1000 pixels on one side.
- Each image file size should be approximately 1 – 5 MB. Please do not submit image files that are over 5 MB.
- If you are unsure how to resize your images, check out this link for several options! https://www.wikihow.com/Resize-Digital-Photos

Q: What types of images should I include in my application? Should I focus on one body of work or show the breadth of the work I make?

A: It depends which Award you are applying for, but in general it's good to make sure that all of the work is cohesive conceptually and technically. Asking someone to look over your images can be very helpful for deciding what to include in an application!

Also, take a look at the Craft Ontario Online Gallery to see what past award recipients have included in their applications.
https://www.craftontario.com/exhibitions/online-gallery.html

SUPPORT MATERIAL DOCUMENTS:

Depending on the Award(s) you are applying for, you will need to submit additional information such as: A Study Plan, a Residency Plan, or a Description of Community Involvement. Read the Award requirements carefully, and include the necessary information in a Word or PDF Document.

Q: What is a Study Plan?

A: A Study Plan is a 100-200 word description of how you intend to use the Award funds you are applying for. This could include an outline of the proposed project, or how you intend to develop your practice overall.

Q: What is a Residency Plan?

A: A Residency Plan is a 250 word (maximum) proposed plan for what you would hope to accomplish with the residency. Please include a list of needed equipment, tools and any materials that will be used. Note that all materials must be provided by the Award recipient, but should still be noted for suitability of the space.

CRAFT ONTARIO

Q: What is a Description of Community Involvement?

A: A Description of Community Involvement is a 100-200 word statement outlining how you have supported and been involved in community in the past and present. This can include teaching, being a Board member, or volunteer, etc.

Best of luck with your applications, and please don't hesitate to reach out if you have any questions to Elycia at esfa@craftontario.com