



Disability. Dance. Artistry. Dance and Social Justice Fellowship Program 2023 Application Guide

*This application guide includes all possible questions that appear in the application.
You may not have to answer every question as you are completing your application.*

General Information for Completing Your Application

- Dance/NYC is looking for clear, concise answers to application questions. Suggested word counts are provided on some fields as recommendations, however applicants can write as little or as much as they need in order to answer the questions as best they can. Applicants will not be penalized for the length of their submission as long as they answer the questions fully.
- Grammar quality is not taken into consideration in scoring by the review panel, unless the grammar quality disturbs overall comprehension of the application. Scores are not connected to whether or not an applicant has strong written English skills or access to the highest-quality documentation.
- Dance/NYC discourages applicants from trying to answer in a way that is based on what they think reviewers might want to hear. Please be honest in your responses.
- As part of the application, you must also complete and/or provide an uploaded IRS Form W-9. Download the W-9 form by copying and pasting (www.irs.gov/pub/irs-pdf/fw9.pdf) into your web browser.

APPLICATION CONTENT

Instructions

Dance/NYC invites eligible metropolitan New York City area dance workers with disabilities who have incurred expenses for engaging in dance and/or social justice activities from July 1, 2022 through June 30, 2023 to submit proposals for awards of \$1,500 to \$4,000.

This application will close on Tuesday, October 10, 2023 at 5:00 p.m. EST.

Before completing the application form, applicants will be asked to first complete a series of questions to determine their eligibility. If eligible, applicants will be prompted to complete the application. All questions are required unless otherwise indicated.

Applicants may save draft content by scrolling to the bottom of the application form and clicking “Save Draft,” and may return to finish the form at any time prior to the deadline. Applications must be submitted by October 10, 2023, 5:00 p.m. EST. Dance/NYC will follow up on incomplete applications as capacity allows.

Dance/NYC is committed to accessibility and the inclusion of disabled people in its programs. If you need assistance accessing or completing any part of this application, please:

- Visit Full Overview:
[Dance.nyc/programs/funds/dda/Dance-and-Social-Justice-Fellowship/2023/2023/08/Overview/](https://dance.nyc/programs/funds/dda/Dance-and-Social-Justice-Fellowship/2023/2023/08/Overview/)
- Visit Frequently Asked Questions (FAQ): [Dance.nyc/FAQ_DDAFellowship2023](https://dance.nyc/FAQ_DDAFellowship2023)
- Contact us at artistresidency@dance.nyc

Eligibility Confirmation

Please answer the questions below to determine whether you are eligible for this grant program.

Do you identify as a disabled dance worker? (Required)

All disability and impairment types are eligible for this program. Dance worker is defined to include the following: dancer, dance performer, choreographer, dance photographer, dance videographer, dance teaching artist, dance writer/critic, dramaturg, dance scholar; and/or related artistic and technical personnel such as: technicians (lighting, stage management, production, etc.), dance musicians/accompanists, independent presenters, producers, agents and/or managers, dance theatre personnel (ushers, in-house vendors, etc.), organizers and social justice advocates, access doulas and accessibility coordinators.

- Yes
- No

Do you live in the metropolitan New York City area? (Required)

Please note applicants MUST live in the metropolitan New York City area, including the five boroughs of New York City (The Bronx, Brooklyn, Manhattan, Queens, and Staten Island) as well as Nassau, Rockland, Suffolk, and Westchester counties in New York State, and Bergen and Hudson counties in New Jersey.

- Yes
- No

In the period of July 1, 2022 to June 30, 2023 did you engage in dance and/or social justice activities which were completed within the metropolitan New York City area? (Required)

- Yes
- No

Are you able to provide the following information to process digital payment: social security number (SSN), employer identification number (EIN), or an individual taxpayer identification number (ITIN)? (Required)

This information needs to reflect the applicant themselves and cannot be for an entity or other individual.

- Yes
- No

Section 1 -- Applicant information

First Name (Required)

Last Name (Required)

How do you identify as a dance worker?(Required)

Please select all that apply:

- Dancer
- Dance performer
- Choreographer
- Dance photographer
- Dance videographer
- Dance teaching artist
- Dance writer/critic
- Dramaturg
- Dance scholar
- Technician (lighting, stage management, production, etc.)
- Dance musician/accompanist
- Independent presenter

- Independent producer
- Agent and/or manager
- Dance theatre personnel (usher, in-house vendor, etc.)
- Organizer and social justice advocate
- Access doula and accessibility coordinator
- Not listed {Branch 1}

[If Not Listed is Selected] If not listed, please specify (Required)

Street Address (Required)

Provide your residential street address. Your address must be within the metropolitan New York City area (including the five boroughs of New York City [The Bronx, Brooklyn, Manhattan, Queens, and Staten Island] as well as Nassau, Rockland, Suffolk, and Westchester counties in New York State, and Bergen and Hudson counties in New Jersey).

City (Required)

Provide your city.

ZIP Code (Required)

Provide the ZIP code associated with your residential address.

State (Required)

Choose your state from the dropdown list.

County (Required)

Choose the county associated with your residential address.

- Bergen
- Bronx
- Hudson
- Kings (Brooklyn)
- Nassau
- New York (Manhattan)
- Queens
- Richmond (Staten Island)
- Rockland
- Suffolk
- Westchester

Section 2 – Contact Information

Email Address (Required)

Phone Number (Required)

What is your preferred communications method with respect to your application and the Disability. Dance. Artistry. Dance and Social Justice Fellowship Program 2023? (Required)

- Email
- Phone call (voice-only)
- Not listed

[If Not Listed is Selected] Preferred communications method: if not listed, please specify (Required)

Accessibility Information (Required)

Use this space to let us know any accessibility needs you might have during your participation in the Disability. Dance. Artistry. Dance and Social Justice Fellowship Program 2023 application process and in our communication(s) with you. For example, ASL interpretation, large print, voice-only, closed captioning, or additional needs. Please note, information provided here is solely for logistical preparation and has no impact on your application, eligibility, or grant status. If you have no specific needs, please enter “n/a.”

Section 3 – Payment Details

The following information will allow Dance/NYC to submit award funds and honoraria to eligible, complete applicants via direct deposit. We have selected this payment method to ensure grant awards are available as quickly as possible. If you are unable to receive funds via direct deposit, your payment will be processed via check.

Your information will be stored securely. To learn more about Dance/NYC's Personally Identifiable Information Data Access and Protection Protocol, visit ([Dance.nyc/uploads/DDA Fellowship Data Access and Processing Protocol \(PII Data Access\).pdf](#))

For Submittable's security procedures, visit ([www.submittable.com/security](#)).

Full Legal Name (Required)

This must match the information used to open your bank account and reflect the identity of you, the applicant. Do not use the name of an entity or other individual.

Please note: Dance/NYC will only deposit funds in an account belonging to the applicant.

Taxpayer Identification Number (Required)

Select the category of taxpayer identification number you are submitting. This must match the information used to open your bank account and reflect the identity of the applicant.

- Social Security Number (SSN)
- Employer Identification Number (EIN)
- Individual Taxpayer Identification Number (ITIN)

Social Security Number, Employer Identification Number, or Individual Taxpayer Identification Number (Required)

This must match the information used to open your bank account and reflect the identity of the applicant.

Your information will be stored securely. To learn more about Dance/NYC's PII Data Access and Protection Protocol, visit ([Dance.nyc/uploads/DDA Fellowship Data Access and Processing Protocol \(PII Data Access\).pdf](#)). For Submittable's security procedures, visit ([www.submittable.com/security](#)).

Date of Birth (MM/DD/YYYY) (Required)

Are you able to provide a bank account number and routing number? (Required)

This information needs to reflect the applicant themselves and cannot be for an entity or other individual.

- Yes
- No

Is your mailing address different from your residential address? (Required)

- Yes
- No

[If Yes is Selected] Mailing Address (Required)

Provide your mailing address. P.O. boxes will not be accepted.

- **City (Required)**
Provide the city for your mailing address.
- **State (Required)**
- **ZIP Code (Required)**
Provide the ZIP code associated with your mailing address.

Name of Banking Institution (Required)

Bank Details (US) (Required)

- Bank Routing Number
- Bank Account Number

Confirmation of Payment Details (Required)

IRS Form W-9 (Required)

Go to (www.irs.gov/pub/irs-pdf/fw9.pdf) to download the IRS Form W-9. You are required to complete this form because this award is designated as taxable income by the Internal Revenue Service (IRS).

Funds disbursed through the Disability. Dance. Artistry. Dance and Social Justice Fellowship Program are considered taxable and reportable to the IRS. This form allows Dance/NYC to process grant awards and is not related to your work with another organization or income source.

Be sure to sign and date the form.

Once complete, upload the file and make sure it is uploaded correctly. Save the file with your name at the beginning, following this format: Applicant Full Name_W-9.

Acceptable file types: PDF, JPG, PNG

If you are selected for an award, would you like for funds to be paid to you on an installment schedule to avoid jeopardizing Social Security Disability Insurance benefits? If yes, please briefly include details on how the installments would need to be structured (i.e. frequency, amount, etc.). (Required)

This will have no bearing on the strength of your application. If you do not require an installment schedule, please enter “n/a.”

Section 4 – Demographic Data

When the review panel reviews proposals, it will consider the role historically under resourced groups – including disabled, African, Latina/o/x, Asian, Arab, and Native American (ALAANA), LGBTQ+, women-identifying, gender nonconforming and/or nonbinary, and transgender, and immigrant artists – play within the applicant pool and wider dance field. To help in making the assessment, we ask you to complete the questions below. If you need additional guidance, please contact us at artistresidency@dance.nyc. For information on Dance/NYC’s values and commitments on justice, equity, and inclusion, please visit [Dance.NYC/equity/values](https://dance.nyc/equity/values).

These questions provide an option for applicants to decline to state. The information you share will be kept confidential to the full extent of the law. Deidentified data may be published to our website and may be used for future research, for reporting purposes on the impact of this grant program, and/or other Dance/NYC research. Data will be presented only in summary form and your name will not be used in any report. Please note that while Dance/NYC will keep your information confidential, there are some data security risks inherent in providing information via the internet.

For Submittable’s security procedures, visit (www.submittable.com/security).

For each of the following questions, please select all that apply.

Ethnicity and Race (Required)

- Asian (Asian-American, Chinese, Indian, Filipino, Vietnamese, Korean, Japanese or additional Asian identity)
- Black (African, African-American, Caribbean or additional Black identity)
- Hispanic/Latina/Latino/Latinx (Central American, Cuban, Central Hispanic/Latine, Mexican/Xicanx, Puerto Rican, South American or additional Hispanic/Latine identity)
- Middle Eastern/North African (Armenian, Azerbaijani, Egyptian, Georgian, Kurdish, Persian, Turkish or additional Middle Eastern/North African identity)
- Native American/American Indian/Alaska Native
- Native Hawaiian/Pacific Islander (Samoan, Chamorro, Fijian, Palauan, Tongan, Tahitian or additional Native Hawaiian/Pacific Islander identity)
- White (Caucasian, European or additional White identity)
- Multi-racial or multi-ethnic
- Decline to state
- Not listed

[If Not Listed is Selected] Ethnicity and Race: If not listed, please specify (Required)

Gender Identity (Required)

- Agender
- Bigender
- Cisgender man
- Cisgender woman
- Gender fluid
- Gender non-conforming
- Genderqueer
- Intersex
- Man
- Non-binary
- Queer
- Questioning
- Transgender man
- Transgender woman
- Two spirit
- Woman
- Decline to state
- Not listed

[If Not Listed is Selected] Gender Identity: If not listed, please specify (Required)

Sexual Identity (Required)

- Asexual
- Bi+
- Biromantic
- Bisexual
- Demiromantic
- Demisexual
- Gay Man
- Gay Woman
- Lesbian
- Panromantic
- Pansexual
- Queer
- Questioning
- Same-gender loving
- Straight or heterosexual
- Decline to state
- Not listed

[If Not Listed is Selected] Sexual Identity: If not listed, please specify (Required)

What is the year of your birth?(Required)

Include the four digits of your birth year only. Do not include digits representing the month or day.

What country were you born in? (Required)

Do you identify as an immigrant? (Required)

Dance/NYC follows leadership in immigrant rights by embracing a wider understanding of the term "immigrant," one that allows individuals to self-identify as immigrants, regardless of their classification by U.S. Citizenship and Immigration Services, and includes people who are foreign-born and their descendants. Dance/NYC also recognizes the term as a marker for identification and membership within specific minority groups connected by social, political, and cultural experiences.

- Yes

- No
 - Decline to state
-

Section 5 – Narratives

Provide information about the dance and/or social justice activities you have engaged in from July 1, 2022 through June 30, 2023.

What dance and/or social justice activities have you participated in from July 1, 2022 through June 30, 2023? (Required)

Help us understand the nature of the activities: how many, who was involved and/or served, what type of activity, was it in-person or online, etc.? Suggested word count: 100-200 words

Dance/NYC defines dance and/or social justice activities widely. For a list of example, eligible activities, visit

[Dance.nyc/programs/funds/dda/Dance-and-Social-Justice-Fellowship/2023/2023/08/Eligibility/](https://dance.nyc/programs/funds/dda/Dance-and-Social-Justice-Fellowship/2023/2023/08/Eligibility/).

Activities are not required to be intersectional between dance and social justice, though they can be.

As a disabled dance worker in NYC, what are your values of justice, equity, and inclusion? How do they inform your work? How does disability inform your work? (Required)

Dance/NYC will prioritize self-identification as a disabled dance worker. No artist will be required to identify their disability/impairment or provide verification in the application.

Suggested word count: 100-200 words

How many disabled arts workers and/or people were directly impacted by and/or benefited from your activities? (Optional)

Enter a number. If you do not have an exact number, you can provide an estimate.

What is the total financial cost of your engagement in these activities? How are you determining that cost (i.e.: hourly rates, cost of technology, transportation costs, materials costs, etc.)? (Required)

If you do not have an exact number, you can provide an estimate. Suggested word count: 30-50 words

Have you received any compensation for these activities? If yes, please include details on which activities were compensated and an estimate of the compensation amount.

(Required)

Dance/NYC understands that many disabled dance workers serve their communities through dance and/or social justice activities and that these activities are often uncompensated or undercompensated. For the purposes of this program, both uncompensated and undercompensated activities are deserving of support and financial resources. Suggested word count: 100-150 words

What are the implications for you personally of this financial investment (i.e. the financial cost of your engagement in these activities)? Are there impacts of COVID-19 and/or ongoing racial violence which continue to be critical for you? How will this award help you?

(Required)

Please describe the impact of this financial investment and these ongoing crises as it relates to increased health needs and/or expenses; access to housing; access to food; the oversight of one or more dependents; no ability to gain additional work or replace lost income; loss of income across non-dance related sources; increased accessibility expenses; and/or ineligibility for unemployment, other funds, etc. Suggested word count: 100-200 words

Section 6 – Final Considerations

Is there anything else you'd like us to know about you or your work that you haven't had the chance to share yet? (Optional)

How did you find out about this opportunity? (Optional)

Did you learn about this program from a colleague in the field, a community organizer, Dance/NYC's website, emails, or social media, or through a different method? Feel free to include as many sources as may be applicable.

How long did this application process take you to complete? (Optional)

As Dance/NYC continues its learning and questioning of its grantmaking practices, we recognize that despite our intentions otherwise, our application/reporting processes can cause harm. One such manifestation is imbalanced expectations of the time required to complete such processes.

If you are willing, please share how long this application process took you, so we can better understand and improve our processes in the future.

Feedback on Process (Optional)

Please provide any feedback you may have about this application process, including but not limited to ease of learning about the program, receiving support in submitting your application, and completing the application process. Please share which practices you have found to be beneficial and/or recommendations for improvements.

Please indicate if you'd like to be added to Dance/NYC's e-newsletter mailing list to receive updates on Dance/NYC's programs and activities. (Optional)

Dance/NYC will use the contact information provided in this application to contact you.

- Yes, add me to the e-newsletter list
- No, do not add me to the e-newsletter list

Reporting (Required)

If funded through Dance/NYC's Disability. Dance. Artistry. Dance and Social Justice Fellowship Program 2023, I agree this application serves as my full report of all dance and/or social justice activities engaged in within the metropolitan New York City area from July 1, 2022 through June 30, 2023.

Contract (Required)

By submitting Dance/NYC's Disability. Dance. Artistry. Dance and Social Justice Fellowship Program 2023 application, I affirm that the information I provided in this application is true and verifiable to the best of my ability. I also understand that if funded, any funds received through Dance/NYC's Disability. Dance. Artistry. Dance and Social Justice Fellowship Program 2023 are considered taxable and reportable to the Internal Revenue Service (IRS).

Check your application before submitting

Once you press "Submit," your application will not be available for further editing.

Please take a few moments to review your materials before submitting your application. You must review it on this screen. Once your application has been submitted, you will receive an email confirmation.