

# Keshet Fellowship for Contemporary Dance

## Frequently Asked Questions:

*(updated as of July 27, 2016)*

### **What does the \$2,000 match requirement mean?**

This means that you are responsible for generating/raising an extra \$2,000 as a match for the fellowship award. This \$2,000 can come from any range of sources, but the idea is that you are able to leverage your fellowship award of \$5,000 to encourage donors to give, because their giving helps you secure this \$5,000 award.

The Fellowship is part of the Keshet Ideas and Innovation Center (KIIC), a business resource center for arts entrepreneurs. The Fellowship is intended to provide resources to choreographers to create new work, but these resources are not limited to just makers space and money, you will be learning skills in budget management, fundraising, intellectual property law, marketing and more. The \$2,000 match requirement is an opportunity for additional fundraising/budget management experience to be acquired.

### **Should I start fundraising NOW for this match?**

While you might be letting potential funders know that is opportunity might arise for their dollars to be a part of a match, you should not consider the \$5,000 a formal or secured match until AFTER you have received notification of the preliminary Fellowship notification. Following the notification, you will then have approximately 6 weeks to begin and complete the fundraising process of your \$2,000 match.

### **If I cannot raise the additional \$2,000 can I still get the \$5,000 award?**

No. The match is required. You will have 6 weeks to complete the fundraising process from the time of the preliminary fellowship notification to the match deadline.

### **Does the \$2,000 match have to come from fundraising only?**

No. The \$2,000 match could come from a variety and combination of elements including individual donors (friends, family, kickstarter, etc), corporate sponsorships (if you are not a non-profit you can work with Fractured Atlas for fiscal sponsorship), foundations, etc. It could also come from earned revenues from other efforts. Perhaps performance ticket sales from a separate project you want to allocate to this project; perhaps a benefit performance you present specifically to support this project; perhaps workshop fees for master classes that your offer to generate funds for this project. In your proposal you will let us know your plans for generating this match.

### **You mentioned Fractured Atlas above, and you mentioned “fiscal agent”...what is Fractured Atlas and what is a fiscal agent?**

Fractured Atlas is a service organization that supports arts entrepreneurs. If you are fundraising and you are not a non-profit, and you would like to offer your donors the option of having their

donation be tax-deductible, you will need to have what is called a “fiscal agent” or “fiscal sponsor.” Fractured Atlas provides fiscal sponsorship for individual artists and arts businesses. You can learn more at [www.fracturedatlas.org](http://www.fracturedatlas.org).

As a member of the Keshet Ideas and Innovation Center (which you will need to be to accept the Fellowship award) you can have free membership to Fractured Atlas for the first year of your KIIC membership.

**Is the final production part of a bigger production?**

No. This is your production.

**Am I responsible for finding theatre space?**

No. Theatre space is part of the fellowship. Keshet Center for the Arts provides rehearsal space and theatre space. As part of your process, you will work with the Keshet team to determine your rehearsal and production schedule (see timeline in the information/application packet).

**Where to I find dancers?**

This is up to you. This is your project; your production. You will let us know in your narrative who are the participants. You may already have dancers in mind or you might be planning an audition process as a part of the project. Or this may be a solo project and you are the sole dancer. This is your project, you tell us.

**If I’m coming from out of town, should I be using local dancers or should I be bringing dancers with me?**

This is up to you. It’s your show, your cast, your plan. Your process. Your budget.

**Can I engage others from the community? How will I manage those logistics?**

Yes definitely. You will be in charge of managing the logistics, so you can tell us what your plan is. These are good things to address in your narrative – who are you specifically focusing on engaging, why and how? As you think these logistics through, you may find that there are additional budget items you will need to include/anticipate.

**Travel and Housing:**

The application states that up to \$1,000 approved travel and housing expenses can be included, if applicable, reimbursed with receipts if fellow is not local. This is in addition to/separate from the \$5,000 general award.

- **What is considered “local” and “not local”**
  - Local is considered Albuquerque metro area, and within a 50-mile radius of Albuquerque
  - Not local is considered outside of the 50-mile radius of Albuquerque
- **What is considered “approved travel and housing expense”**

- Approved travel includes: long distance travel such as airfare, bus fare, train fare, long-distance driving support at the federally approved mileage reimbursement rate.
- Approved housing expense includes: short-term housing rental fees (hotel, apartments, rooms, vrbo/Airbnb, etc)
- **What does this do to my budget?**
  - This will increase your budget by \$1,000. You will need to account for this on both the revenue and the expense side of the budget.
- **If my travel and housing costs are going to be more than \$1,000 (for me, for my artists, etc) will the Fellowship cover these additional costs?**
  - The Fellowship allows for \$1,000 to support travel/housing for Fellows who are not local. If you are not local, and your travel/housing costs will be more than \$1,000 you will need to account for this within your budget. There are no additional financial awards beyond the \$5,000 Fellowship award and the \$1,000 travel/housing component. You will need to account for the full amount of travel/housing on both the revenue and the expense side of the budget.
- **What if I am a local artist, but anticipate some travel/housing costs to make my project happen? Can I use the additional \$1,000 option?**
  - No. The Fellowship allows for \$1,000 to support travel/housing for Fellows who are not local, specifically to support the Fellow as they need to get to Albuquerque and live somewhere for 3 weeks during the fellowship period. If you are local and anticipate travel/housing within your project budget for other artists or for other purposes, you would need to include this within your overall budget, but would not be eligible for the additional \$1,000 travel/housing reimbursement.

**What if my budget becomes larger than \$7,000, will I still need to allocate a 50% minimum of my budget as payment to artists?**

*Or, same question phrased differently:*

- ***Does the 50% change with the size of the budget?***
- ***Does the minimum payment requirement to artists stay at \$3,500 (which is a minimum of 50% of the minimum budget of \$7,000) if my budget grows?***

You will need to allocate 50% of your total project budget to paying the artists, whatever the size of your budget. The dollar amount will change based on the size of your budget. I.e. if your budget is \$7,000, Artist Fees will need to be a minimum of \$3,500. If your budget is \$8,200, Artist Fees will need to be a minimum of \$4,100.