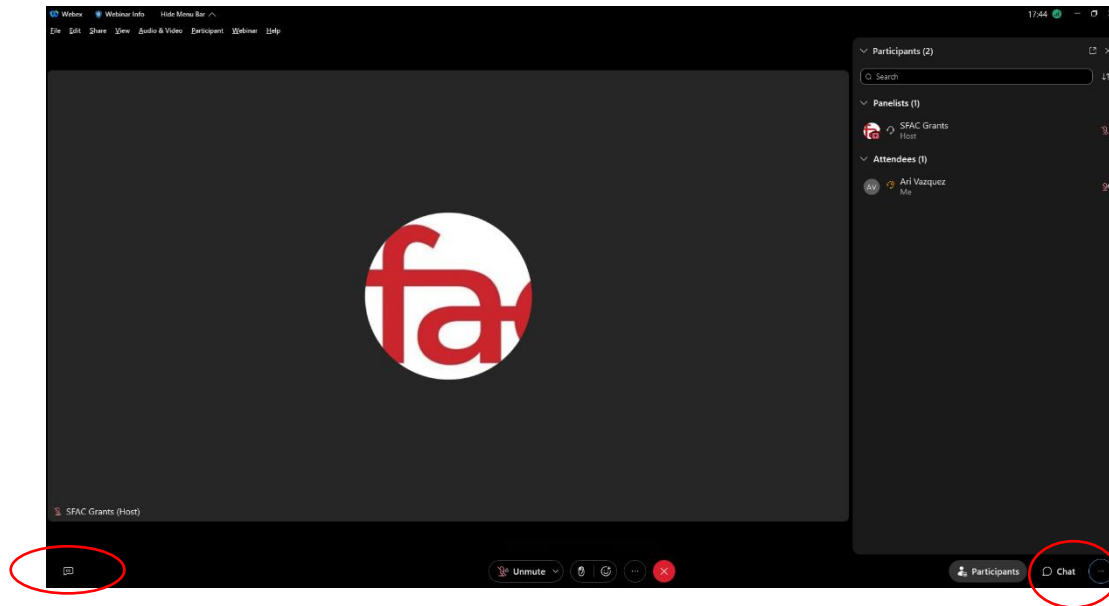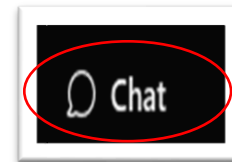# WORK SAMPLE WEBINAR

October 2, 2022
12 p.m.

TECHNICAL HOUSEKEEPING

Click 'CC' in lower left-hand corner for closed captioning.

Access Chat by clicking the 'Chat' option.

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TECHNICAL HOUSEKEEPING

- This Webinar is being recorded!
- This slide deck, a link to this recording can be found on the SFAC Grant Info Sessions Page 7-10 business days after today's session.

- For technical support, please email **sfac.grants@sfgov.org**. In the email, share the technical issue and staff will respond shortly after to assist.

LAND ACKNOWLEDGEMENT

The San Francisco Arts Commission acknowledges that we are on the unceded ancestral homeland of the Ramaytush Ohlone. We affirm the sovereign rights of their community as First Peoples and are committed to supporting the traditional and contemporary evolution of the American Indian community and uplifting contemporary indigenous voices and culture.

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OUR PRESENTERS

SFAC Community Investments Staff

- Senior Program Officer Anne Trickey

- Program Officer Jonell Molina

- Program Associate Ari Vazquez

- Program Associate Thanh Hong

International Contact
ASL Interpreter
- Ellen Carpentier

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AGENDA

- SFAC Overview (10)

- Work Sample Overview (20)
  - Selection
  - Technical tips

- Smart Simple Demo (10)

- Grant Seeker Tips (5)

- Q&A (15)

2020 SPX Dancer's Group, SharpFine by RJMuna

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SFAC OVERVIEW

ABOUT SFAC

The San Francisco Arts Commission is the City agency that champions the arts as essential to daily life by investing in a vibrant arts community, enlivening the urban environment and shaping innovative cultural policy.

Our programs include:
- Community Investments
- Public Art
- Civic Art Collection
- Civic Design Review
- Art Vendor Program
- SFAC Galleries

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RACIAL EQUITY STATEMENT

The San Francisco Arts Commission is committed to creating a city where all artists and cultural workers have the freedom, resources and platform to share their stories, art and culture and where race does not predetermine one's success in life. We also acknowledge that we occupy traditional and unceded Ohlone land. Fueled by these beliefs, we commit to addressing the systemic inequities within our agency, the City and County of San Francisco and the broader arts and culture sector. This work requires that we focus on race as we confront inequities of the past, reveal inequities of the present and develop effective strategies to move all of us towards an equitable future.

2020 Cultural Centers SOMArts, Thinking of You

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COMMUNITY INVESTMENTS PROGRAM

21SPX Yerba Buena Gardens, Indigenous Peoples Day by Amal Bisharat

The **Community Investments Program** supports San Francisco artists, arts organizations, **and communities with an equity lens** through grants, technical assistance and capacity building, economic development, arts education initiatives and community-based Cultural Centers.

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CULTURAL EQUITY ENDOWMENT FUND

SEC. 68.1. PURPOSES

The Cultural Equity Endowment Fund is established to move San Francisco arts funding toward cultural equity.

Priority funding goes to organizations that foster artistic expression deeply rooted in and reflective of historically marginalized communities. These communities include: African and African American; Latinx; Asian and Asian American; Arab; Native American; Pacific Islander; lesbian, gay, bisexual, queer; transgender and gender variant people; people with disabilities; and women.

2022 SPX Fresh Meat Productions FRESH MEAT FESTIVAL Trans And Queer Performers

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SFAC GRANT CYCLE

WORK SAMPLE OVERVIEW

WHAT IS A WORK SAMPLE?

- Image, page, audio/video

- Uploads or links

- Completed or in-progress work

- Demonstrates knowledge and experience

- Relevant to your project

Moments and Decisions
Tsungwei Moo, 2020

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SFA: HOW TO CHOOSE A WORK SAMPLE?
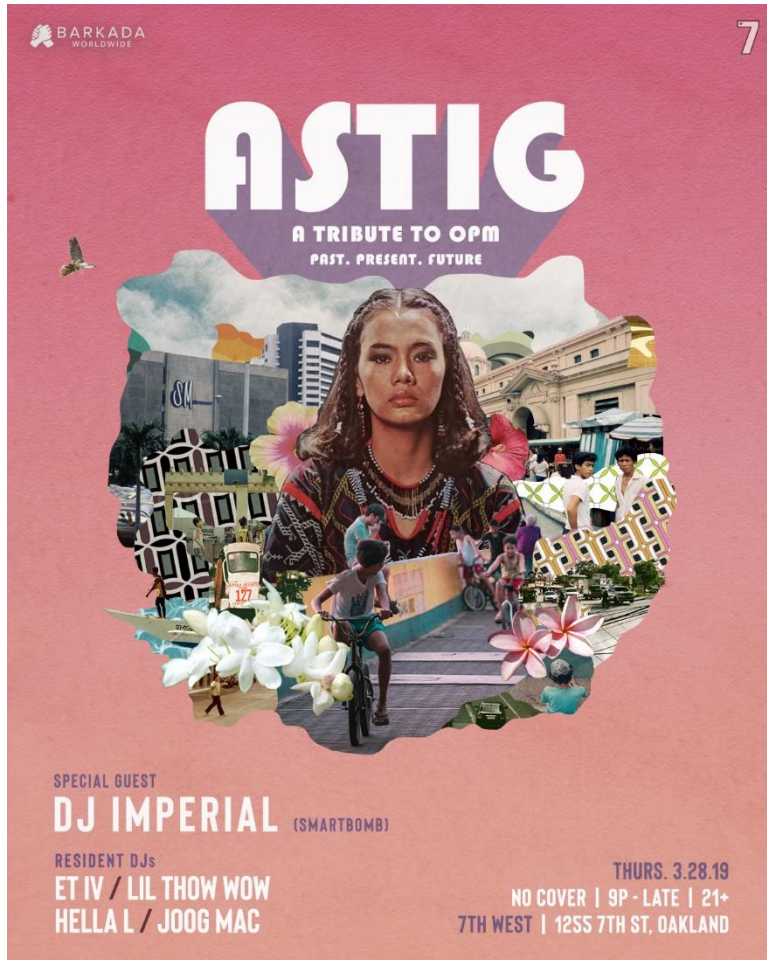
- Start with your project

- Relationship, progression, or continuation

- Consider:

  - Theme

  - Aesthetics

  - Topics

- Call out your part in collaborations

ASTIG Event Flyer
ET IV, 2019

AIE: HOW TO CHOOSE A WORK SAMPLE?

Arts Impact Endowment (AIE)

- Connection to past artistic work

- Addresses Needs/Interests relevant to the Community

- Demonstrate a Public Benefit

2021 Arts Impact Endowment Grantee | Bayview Center for Arts & Technology (BAYCAT) Fall 2021 Interns | Photo By Barak Srama

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CEI: HOW TO CHOOSE A WORK SAMPLE?

Cultural Equity Initiatives

- Mission and Community

- Last two years
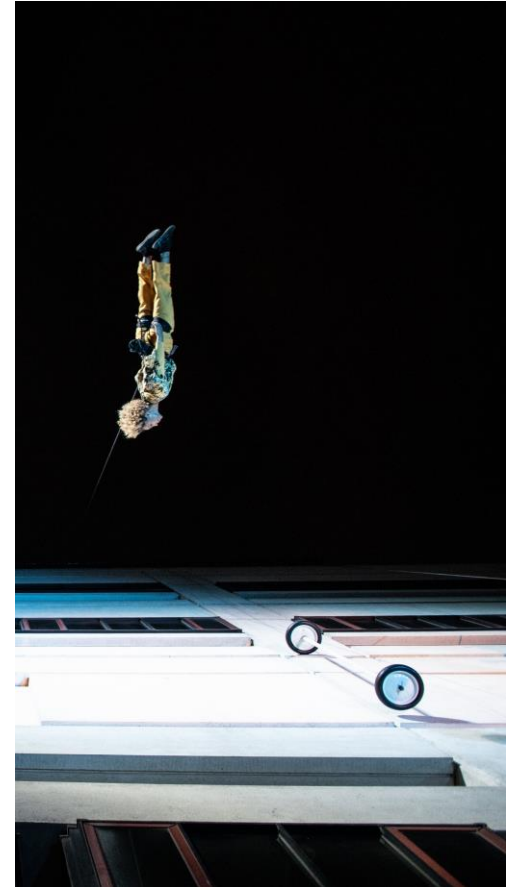
2021 CEI: Flyaway Production's Saharla Vetch. Photo by Austin Forbord

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ALG: HOW TO CHOOSE A WORK SAMPLE?

2022 Artistic Legacy Grant awardee: Theatre of Yugen. Yugen Ensemble Members with Go Lida. April 2023. Photo courtesy of Theatre of Yugen.

Artistic Legacy Grant

- Artistic Leadership

- 25 years or more

  of artistic practice

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SMARTSIMPLE INFORMATION

- 25 MB for work samples

- Total uploads and links = (five) 5

- Any combination of Images, Pages, or Audio/Video

21AIE04 Community Vision - KulArts

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IMAGES

Still practices:

- craft

- design

- visual art

Sana Sana Corazón Sagrada (Heal Heal Sacred Heart)
Monica Magtoto, 2019

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PAGES

INT. MATT'S APARTMENT - NIGHT

Matt and Cody are deep in debate. Colin covers his ears.

                    MATT
        If gaycism doesn't really exist,
        then why is "No Blacks, No Asians"
        still a thing?

                    CODY
        What if they, or I, just prefer--

                    MATT
        A whole race of people?
            (beat)
        How is writing off a whole race of
        people not racist?

                    CODY
        Listen, I respect your opinion. I
        just don't see it that way.
        Everyone's different.

                    MATT
            (beat)
        You ever hook up with a white guy,
        and everything about them, their
        interests, it's all... Asian?
            (off Cody's silence)
        And they just don't see you as a
        person... As an individual.
            (beat)
        That. That's why I don't fuck with
        white boys anymore. And *that's* why
        an All-Asian drag family.

Documents:

- comics

- plans

- scores

- scripts

- websites

- writing

Chosen Fam, Season 1, Episode 3 Excerpt, Shooting Script
Kyle Casey Chu, 2019

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AUDIO/VIDEO

Rise From It_5minSample
from Andrew Kaluzynski

05:00

Rise From It
Tara Dorabji, 2020
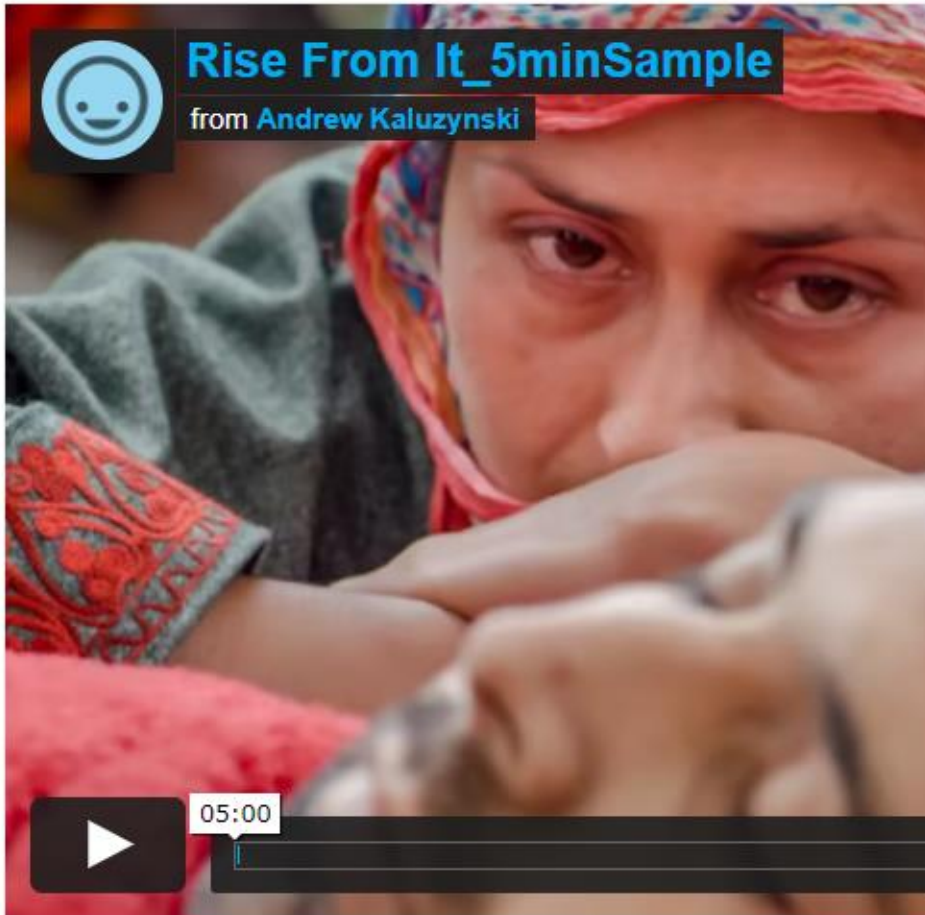
Dynamic practices:

- dance

- film

- media

- performance

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WORK SAMPLE TAB

2023-1204 Individuals

📋 Application Summary

CONTACT INFORMATION   APPLICANT INFORMATION   PROJECT INFORMATION   GRANT PLAN   **WORK SAMPLES**   DEMOGRAPH

Work Samples

Please list five work samples in this table. If you are uploading files, label the Work Sample numerically e.g. WS1, WS2, WS3.

Open

Work Samples (5 Points)

Provide up to five (5) samples that express the organization's mission and reflect the communities engaged.

Technical Notes:
The total number of individually uploaded or linked work samples cannot exceed five (5).
The total size of all your work sample uploads cannot exceed 35 MB.
To avoid exceeding this size limit, we recommend linking to work hosted online whenever possible.
The total size of your application uploads including ALL UPLOADS cannot exceed 50 MB.
IMPORTANT: The application form will only accept the following audio and video extensions: pdf, doc, docx, mpg, mp3, mp4, vma, divx, mov, avi, wmv, wma, jpg.

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WORK SAMPLE TABLE

ℹ️ Please list five work samples in this table. If you are uploading files, label the Work Sample numerically e.g. WS1, WS2, WS3. Work Sample Description 100 words maximum.

Title of work/Name of document	Artistic Genre or Practice	Date of performance/ Date work completed	A short description of the work or works	Please select either URL or Upload File	URL of work sample (if applicable)	Viewing Que	Password, if needed to view the file.
➕							

Save

WORK SAMPLE TABLE

https://sfartscommission.us-1.smartsimple.com/s_viewxmlpage.jsp?fieldid=dFB!YX97dnRyTXFLXgxxXQsGEmRlX2gOAgYOAg8BCQg~&codedid=QF18JxlBOiUiFmteKV4iMSIsEyYpeUlJH2JdUkpFYVFe&mode=0&isanno=0&

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Title of work/Name of document	Artistic Genre or Practice	Date of performance/ Date work completed	A short description of the work or works	Please select either URL or Upload File	URL of work sample (if applicable)	Viewing Que	Password, if needed to view the file.	
		mm/dd/yyyy		Please Select				✕

➕

Please list five work samples in this table. If you are uploading files, label the Work Sample numerically e.g. WS1, WS2, WS3. Work Sample Description 400 characters maximum.

Title of work/Name of document	Artistic Genre or Practice	Date of performance/ Date work completed	A short description of the work or works	Please select either URL or Upload File	URL of work sample (if applicable)	Viewing Que	Password, if needed to view the file.	
WS1 - Happy Mother's Da	music video	05/14/2023	a video of my mom and I signing her favorite song	URL	• https://www.tiktok.c	0:00 − 0:32		✕

➕

Please list five work samples in this table. If you are uploading files, label the Work Sample numerically e.g. WS1, WS2, WS3. Work Sample Description 400 characters maximum.

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WS1 - Happy Mother's Da	music video	05/14/2023	a video of my mom and I signing her favorite song	URL	https://www.tiktok.com/(	0:00-0:32		✕
WS2 - Hello bunny	sculpture/3D printing	09/15/2019	self-designed rabbit toy with a digital	Upload				✕

➕

WORK SAMPLE UPLOAD

Work Samples - Work - Microsoft Edge

https://sfartscommission.us-1.smartsimple.com/s_viewxmlpage.jsp

ℹ️ Please list five work samples in this table. If you are uploading files, label the Work Sample numerically e.g. WS1, WS2, WS3. Work Sample Description 400 characters maximum.

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WS1 - Happy Mother's Da	music video	05/14/2023	a video of my mom and I signing her favorite song	URL	https://www.tiktok.com/(	0:00-0:32		✕
WS2 - Hello bunny	sculpture/3D printing	09/15/2019	self-designed rabbit toy with a digital	Upload				✕

➕

Save

IMPORTANT: The application form will only accept the following audio and video extensions: pdf, doc, docx, mpg, mp3, mp4, vma, divx, mov, avi, wmv, wma, jpg.

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WS1 - Happy Mother's Day	music video	05/14/2023	a video of my mom and I signing her favorite song	URL	https://www.tiktok.com/@eddiet0m/video/7233079710106864942?is_from_webapp=1&sender_device=pc&web_id=7260558383710897707	0:00-0:32	
WS2 - Hello bunny	sculpture/3D printing	09/15/2019	self-designed rabbit toy with a digital program, printed in white plastic	Upload			

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⬆

‹ BACK

Save Draft   ✓ Submit

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WORK SAMPLE UPLOAD

File Manager ✕

Drag and drop files here
Maximum file size: 50 MB
Maximum number of files: 5

Allowed File Types
MPG, MP3, MP4, VMA, DIVX, MOV, AVI, WMV, WMA, PDF, DOC, DOCX, JPG

File Manager ✕

Drag and drop files here
Maximum file size: 50 MB
Maximum number of files: 5

Allowed File Types
MPG, MP3, MP4, VMA, DIVX, MOV, AVI, WMV, WMA, PDF, DOC, DOCX, JPG

☐	File Name ▲	Size	Date	
📄	WS2_Hello_bunny.jpg	32.7 KB	08/31/2023 4:43PM	⋮

Total Files: 1

File Manager ✕

Drag and drop files here
Maximum file size: 50 MB
Maximum number of files: 5

Allowed File Types
MPG, MP3, MP4, VMA, DIVX, MOV, AVI, WMV, WMA, PDF, DOC, DOCX, JPG

☐	File Name ▲	Size	Date	
📄	WS2_Hello_bunny.jpg	32.7 KB	08/31/2023 4:43PM	⋮

Rename

Work Samples (5 Points)

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WS1 - Happy Mother's Day	music video	05/14/2023	a video of my mom and I signing her favorite song	URL	https://www.tiktok.com/@eddiet0m/video/7233079710106864942? is_from_webapp=1&sender_device=pc&web_id=7260558383710897707		
WS2 - Hello bunny	sculpture/3D printing	09/15/2019	self-designed rabbit toy with a digital program, printed in white plastic	Upload			

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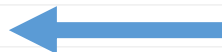
	File Name ▲	Size	Date
	WS2_Hello_bunny.jpg	32.7 KB	08/31/2023 4:43PM

Total Files: 1

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FORM INFORMATION

- Title of work

  - WS1 + short title

- Genre of work

  - mural, photography, dance, installation, etc.

- Date work complete/occurred

  - specific date, preferably w/in the last two years

- Description

  - be sure to include your role

  - "Clip from a feature length documentary where I was the editor."

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TECHNICAL INFORMATION: FILE SIZE

Name	Date modified	Type	Size
📄 01. Rodney L Ewing APP_Redacted	2/5/2021 4:09 PM	Adobe Acrobat D...	113 KB
🖼️ 1.OurABCsfrontview	12/28/2020 6:20 PM	JPG File	4,763 KB

File info ✕

File name
1.OurABCsfrontview

Date taken

August	1	2019
3	00	PM

Size
4.7 MB

Dimensions
3600 x 2327

Shot
3/10 sec. f/14 14mm

ISO
100

Device
NIKON D810

File Size Calculator:
https://www.gbmb.org/kb-to-mb

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TECHNICAL INFORMATION: FILE TYPE

Images:
   .bmp .gif .jpg .jpeg .png .tif .qtf

Documents:
   .doc .docx .xls .xlsx .ppt .pptx .pages .keynote .key .numbers
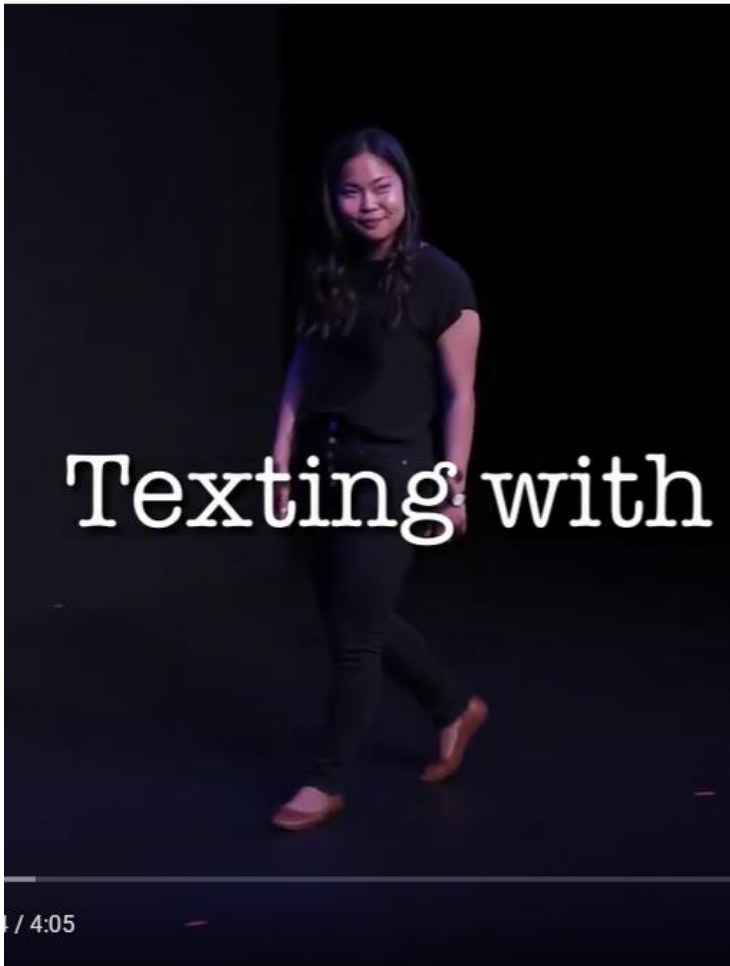   .pdf .odt .odt .ods .odp

Archive Files:
   .zip .rar .tar .gz .shar .cpio .bz2 .lz .lzma .lzo .sz .xz .z .Z
   .7x .ace .afa .alx .aok .ark .b1 .cab .cfs .dar .dgc .dmb .gca .lzh
   .lha .lzx .sit .sitx .tgz .tbz2 .tlz .zoo .par .par2

Audio/Video:
   .mpg .mp3 .mp4 .vma .divx .mov .avi .wmv .wma

ONLINE HOSTING: STATIC LINKS

- Static links

- Do not change privacy status

- Carefully consider passwords

- Direct panelists to specific content

- Include viewing cue

"Hello, Boar—You Must Be Hungry"
Sarah Matsui, 2020

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ONLINE HOSTING: OPTIONS

Images:
- Flickr
- Facebook
- Instagram
- Google Photos
- Twitter
- Photobucket
- Imgur

Pages
- Personal & Professional websites or blogs
- News outlets
- Google Drive
- Dropbox

Audio/Video
- YouTube
- Vimeo
- Instagram
- Facebook
- SoundCloud
- BandCamp
- Twitch

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GRANT SEEKER TIPS

PANELIST REVIEW

IAC 2019 Calixto Robles

- AIE: 10 points, 10% overall
- SFA: 20 points, 20% of overall application
- ALG: Part of Artistic Leadership 20 points
- CEI: Part of San Francisco Arts Community Impact, 10 points
- No more than 10 minutes
- Accessible (include password, if applicable)

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GRANTSEEKER TIPS

- Read the guidelines thoroughly and refer to the instructions.

- Schedule a 15 minute session with Program Officer Anne Trickey, 415-806-5884, anne.trickey@sfgov.org.

- Gather work samples, review file size and test links in advance.

- Draft responses in another document, then cut and paste answers into the online form. Pay attention to word count.

- Write with enthusiasm and tell a compelling story.

- Be consistent, be specific, consider having a friend review before submitting.

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Q & A

2020 IAC Sarah Cargill performing Lucid Dreams
Photo Credit Kimi Mojica

Thank you!

Grant Category	Program Officer	Email
San Francisco Artist Grants	Anne Trickey	anne.trickey@sfgov.org
Cultural Equity Initiatives	Debbie Ng	debbie.h.ng@sfgov.org
Arts Impact Endowment	Jonell Molina	jonell.molina@sfgov.org
Artistic Legacy Grant	Jennifer Chu	jennifer.chu@sfgov.org

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