
SCAD

Alumni Atelier

AN ARTIST AMBASSADORSHIP

ATLANTA | LACOSTE

REQUEST FOR PROPOSALS 2017-18

Created by

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SCAD president and founder

PROGRAM GOALS

CONNECT. CREATE. COME HOME.

The SCAD Alumni Atelier is an opportunity for SCAD alumni to create new work while availing themselves of the resources and support SCAD has to offer. First envisioned by SCAD President and Founder Paula Wallace, the atelier furthers the work of exceptional SCAD artists and provides occasion for select alumni to grow professionally and artistically in partnership with the university.

Taking place during the fall, winter and spring quarters in Atlanta, Georgia, and year-round in Lacoste, France, the SCAD Alumni Atelier is a unique opportunity for professional and emerging artists to create in the supportive environment of their university home.

ATELIER OVERVIEW

Applicants must submit a proposal to be considered for the ambassadorship. The university is interested in SCAD alumni with artistic and creative expertise who will serve as ambassadors for their alma mater and produce work that is significant in its field. Atelier artists are expected to mentor SCAD students.

ATLANTA

The Atlanta program is open to SCAD alumni pursuing creative practice in the literary arts: poetry, screenwriting, nonfiction and fiction. A successful proposal for the SCAD Alumni Atelier Atlanta should include the following:

- A clear description of your project
- Proposed length of stay
- An outline of a workshop you plan to offer students
- An explanation of how you expect to work in partnership with, and advocate for, the university as a SCAD ambassador and alumni mentor
- A writing sample

LACOSTE

Lacoste is an extraordinary setting of historic and contemporary architecture, nestled in an area of Provence that draws artists, art collectors and tourists from around the world. An ambassadorship in Lacoste affords alumni the opportunity to showcase their art in an international community of ardent supporters.

During the fall, spring and summer quarters, visitors stroll through the village on a regular basis, interacting with atelier artists in an open studio-like atmosphere.

Accepted artists are expected to produce work (or applications of that work) that can be sold at shopSCAD Lacoste or through SCAD Art Sales. Artists must be prepared for their individual studios to serve as both workspace and gallery space.

Exceptions: Selected alumni whose projects are not product oriented will have different deliverables. Alumni may also be selected to further a specific project for the university.

The Lacoste program is open to SCAD alumni pursuing creative practice in different disciplines, aligned with the course offerings each quarter:

Winter 2018

advertising • graphic design • illustration • sequential art • writing

Spring 2018

art history • drawing • fibers • industrial design • interior design
photography

Summer 2018

decorative and fine art • drawing • fashion • jewelry and accessory design • painting • photography • sculpture

A successful proposal for the SCAD Alumni Atelier Lacoste should include the following:

- A clear description of your project
- Proposed length of stay
- An outline of a workshop you plan to offer students
- An explanation of how you expect to work in partnership with, and advocate for, the university as a SCAD ambassador and alumni mentor

If applicable:

- A list and sample images of products you plan to make
- An explanation that demonstrates your knowledge of price points, merchandising and sales. (If you lack experience in this area and your proposal is selected, professional assistance will be provided.)
- A writing sample

ELIGIBILITY

Applicants must be SCAD alumni at least one year postgraduation in the proposal year and at least 21 years of age at the time of application. Demonstrated excellence in a creative practice is paramount. Applicants who have any relationship with current or former faculty, staff, or board and/or council members must state that relationship; these members cannot be used as references nor will they be eligible to serve on the selection committee. After admission to the SCAD Alumni Atelier, ambassadors are not eligible to reapply for a period of three years after the completion of their program participation.

ACCOUNTABILITY

Admitted artists are expected to do the following:

- Enter into a contractual agreement with SCAD.
- Adhere to SCAD policies and procedures, including the SCAD faculty and staff code of conduct. Orientation sessions will be held at the start of the atelier.
- Meet with committee members or appropriate staff for midsession review and make necessary adjustments to ensure timely work completion.

- Create and deliver the agreed-upon finished work within the time frame stipulated in the contractual agreement.
- Engage with the SCAD community and be prepared to interact with media during the atelier engagement. SCAD Alumni Atelier ambassadors should uphold the mission of SCAD and continue to be engaged with the university when the opportunity arises.
- Participate in open houses, open studios and other events, including presentations, demonstrations, workshops, receptions and collaborations with other SCAD departments.
- Live on campus for the duration of the atelier.
- Submit a final report (financial, narrative and evaluative) that includes images of the work created during the atelier.

SELECTION

Selection is based on the applicant's professional and scholarly successes, the artist's ability to complete deliverable work, and the strength of the applicant's ability to fulfill the requirements of the atelier.

As part of the review process, the review committee may seek opinions from faculty, outside professionals and the applicant's references. Preference is given to proposals that propel the individual's career and strengthen the reputation of the university.

One to two artists at a time will be admitted to the Atlanta atelier. During the fall, winter and spring quarters, up to three artists at a time will be admitted to the Lacoste atelier and up to five artists at a time during the summer quarter. All admitted artists are required to execute a SCAD Alumni Atelier agreement, which cites the specific atelier expectations and governs the intellectual property rights of the work that results from the atelier.

ALUMNI ATELIER AWARD

Artists admitted to the SCAD Alumni Atelier receive transportation, meals, accommodations, a supplies budget and an honorarium. The honorarium is subject to the terms and conditions of the SCAD Alumni Atelier agreement.

TRAVEL

Transportation to and from SCAD Atlanta or SCAD Lacoste will be provided. This includes round-trip coach airfare and transportation to and from the airport. For the Atlanta atelier, a modest allowance for ground transportation will be provided, and admitted artists are responsible for mileage, parking, phone plans and other related costs incurred during the length of the stay. For the Lacoste atelier, a shared vehicle will be made available for use in and around Lacoste, and mileage and parking costs incurred outside the designated area are the responsibility of the admitted artist. A SCAD parking decal will be provided if the admitted Atlanta artist elects to have a vehicle on-site.

ACCOMMODATIONS AND MEALS

For the Atlanta atelier, an on-campus private room with private bath and a meal plan for SCAD Atlanta's dining hall, The Hub, will be provided.

For the Lacoste atelier, an on-campus private room with private or semi-private bath and meals at the SCAD Lacoste dining hall, Café des Artistes, will be provided.

WORKSPACE

An on-campus workspace is provided. Admitted artists have access to equipment and a number of university facilities. Additional services may be approved based on need and availability.

Admitted artists to the Lacoste atelier must provide a detailed estimated budget of necessary supplies for the completion of work. Equipment that is purchased specifically for this work will be considered the property of SCAD. Reimbursable supplies do not include professional affiliations, memberships, dues, phones or phone plans.

HONORARIUM

Honorariums are awarded based on project and proposed deliverable. Honorariums are distributed after completion of the program and the university's acceptance of the deliverable and summation report.

REQUEST FOR PROPOSALS TIMELINE

Applicants receive written notification of their acceptance to the SCAD Alumni Atelier within four weeks of SCAD receiving the proposal. Admitted artists will receive a letter of agreement clarifying their award, responsibilities, length of stay, documentation, exhibition/publication credits, final report requirements and overall parameters. The SCAD Alumni Atelier agreement must be signed by the recipient and returned to the SCAD Alumni Atelier director no later than 10 business days following receipt.

SCHEDULES AND DEADLINES

Ambassadorships range from 10 days to 10 weeks during a SCAD academic quarter; however, summer quarter ambassadors must stay for the entire quarter.

Winter 2018

Application deadline.....Friday, Oct. 27, 2017
 Acceptance notification.....Friday, Nov. 10, 2017
 Ambassadorship period.....based on accepted proposals
 Final report deadline..... 30 days after the completion
 of the ambassadorship

Spring 2018

Application deadline.....Friday, Jan. 5, 2018
 Acceptance notification..... Friday, Feb. 2, 2018
 Ambassadorship period.....based on accepted proposals
 Final report deadline..... 30 days after the completion
 of the ambassadorship

Summer 2018

Application deadline..... Friday, Feb. 2, 2018
 Acceptance notification..... Friday, March 2, 2018
 Ambassadorship period..... June 8–Aug. 19,* 2018
 Final report deadline.....Monday, Sept. 17, 2018

*One-week extension possible

SCAD ALUMNI ATELIER

PROPOSAL INSTRUCTIONS AND FORMAT

APPLICATION FORM

Submit the application (the last page of the request for proposal) as the cover of your proposal.

PROJECT SUMMARY (500-WORD MAXIMUM)

Describe the proposed work in the most literal sense. Summarize required materials, possible workshops for students and the intended impact of your creation. Use clear, direct language. View the Atelier Overview section for a detailed list of required information to include.

RELEVANT SUPPORTING DOCUMENTATION (OPTIONAL)

Do not send hard copies or one-of-a-kind materials. Submit additional documentation as separate PDFs with your proposal.

SCHEDULE (LIST OR TIMELINE, ONE-PAGE MAXIMUM)

Submit a general timeline outlining your length of stay and the development and execution of the work. The timeline must fit within the ambassadorship period of the location to which you are applying. Note: The SCAD Alumni Atelier is an artist ambassadorship. Participants must anticipate that a portion of their atelier engagement will be devoted to lectures, workshops, open studios, student mentoring and attendance at SCAD events.

VIDEO

Through Vimeo or a similar online video platform, submit a video answering the questions listed below, as well as showing the work, process or materials that specifically relate to your planned atelier. The video should be no longer than two minutes. The video link should be embedded at the bottom of your proposal summary page. Explain the following:

- Who you are as a creative and where you are professionally
- Your proposed work and process
- What you hope to accomplish if accepted into the SCAD Alumni Atelier and how you will collaborate with the university community
- Your plans after your atelier engagement

Keep in mind that this video may be the selection committee's one glimpse of you as a professional artist and representative of the university. Spend some time putting together footage that best represents the qualities you bring to these roles.

RÉSUMÉ/CV

Include your current résumé or curriculum vitae and a brief biography.

COMPLETE PROPOSAL

- Application form
- Project summary
- Schedule
- Résumé/CV
- Video

Save complete proposal as one PDF and submit to **atelier@scad.edu** by close of business on the deadline of your preferred atelier period. Late or incomplete proposals will not be accepted.

FAQ

• Are collaborative teams accepted?

Collaborative teams are not accepted for Atlanta. For Lacoste, collaborative teams are accepted if all members of the collaboration are SCAD alumni and are at least one year postgraduation in the proposal year. Collaborative groups should submit work reflective of the collaboration, not individual work.

• What media are acceptable?

For Atlanta, media supporting all literary disciplines currently or previously offered at SCAD are acceptable, including derivatives therein. For Lacoste, the media accepted depend on the schedule of courses offered each quarter as outlined in the overview section of this document.

• What if I cannot commit for the duration of the program?

We ask that all applicants be transparent with the amount of time they can commit, and in return the university may provide a more flexible timeline. However, the artist is largely expected to stay for the entirety of the proposed length of time.

• Are spouses/partners/family/pets allowed to live with the admitted artist during the atelier?

We are unable to accommodate spouses, partners and family members. Service animals are permitted with proper documentation. Specifications in terms of housing may vary from location to location.

• What transportation is provided?

Transportation is provided as outlined in the award section of this document.

• If I am selected but unable to attend, may I defer?

Artists who cannot attend after having been admitted and scheduled may choose to decline and reapply later.

• Does the atelier in Atlanta differ from the atelier in Lacoste?

Alumni interested in applying for Lacoste should be prepared to engage with the general public on a regular and ongoing basis. Ambassadors selected for the summer quarter should expect to work extended hours for the two to three weeks surrounding the opening of the season, maintaining their ateliers to be show ready at all times for various visual media and publicity opportunities. SCAD Alumni Atelier Atlanta is primarily for the literary arts.

SCAD Alumni Atelier Application

SCAD

The University for Creative Careers

Name: _____ SCAD ID: _____

Mailing address: _____

Phone: _____ Email: _____

SCAD degree and major: _____ Year of graduation: _____

Title of proposed work: _____

Chosen quarter: Fall Winter Spring Summer Atlanta Lacoste

Proposed length of stay: _____

Are you related to or do you have any relationship with any past or current SCAD faculty, staff, or board and/or council member?
Yes No If the answer is yes, state relationship.

List two professional references. One must be from a non-SCAD professional source. You must send the attached Letter of Recommendation form to your references. Completed forms should be sent to atelier@scad.edu by the date your proposal is due. Fill in this date on the Letter of Recommendation before sending it to your recommender.

Name: _____ Email: _____ Connection: _____

Name: _____ Email: _____ Connection: _____

Do you require any specific services/equipment? Yes No

If applicable, list the specific services/equipment* needed: (Responses may be attached.)

Do you require any specific supplies? Yes No

If applicable, list the specific supplies* needed and an estimate of the cost per item: (Responses may be attached.)

I agree to submit a summation report to the SCAD Alumni Atelier director within 30 days of the residency's prearranged completion date.

Applicant's signature: _____ Date: / /

Submit this application as the cover sheet for your proposal, along with all required documentation, to the SCAD Alumni Atelier director by close of business on the deadline of your preferred award period. Late or incomplete proposals will not be accepted.

*Lists of services, equipment and supplies are intended to be estimates. Admitted artists may, in consultation with the SCAD Alumni Atelier director, amend their responses.

Letter of Recommendation

Name of applicant:

To the recommender: The person listed above has applied for acceptance into the SCAD Alumni Atelier, an artist ambassadorship conceived and endowed by SCAD President and Founder Paula Wallace. The selection committee reviews exceptional alumni who have identified and described new work they will create during the program. The information you provide below can assist in this process.

1. Indicate how long you have known the individual and in what capacity.
 2. Share your opinion about the quality of the applicant's work, ability to accomplish goals, presentation skills and preparedness for the role of artist ambassador.
 3. Provide any additional or relevant comments.
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Email your responses to **atelier@scad.edu** before _____ and provide the following:

Name of recommender:

Position/title:

Organization:

Address:

Telephone number:

Email:

Thank you for your time and consideration.