

General Guidelines for Interdisciplinary Artists Submissions through Online Portal*

The following list gives general guidelines for all applicants. Each item will be presented as a separate form for you to complete on our online portal. Specific instruction can be found throughout the online application process. Required support material guidelines are listed below and in the online portal.

1. Application information including your general information and requested dates of residency.
2. Artist statement (limit 200 words) about your current work and a statement of intent (limit 200 words) of what you propose to work on while at the Center and why the residency is important to you at this stage in your career. Your name **MUST NOT** appear in the contents of either statement.
3. Contact information for two professional references who are familiar with your work and your potential to be a positive member of our community of residents.
4. Professional history from your current resume or vita. Your name **MAY** appear in the contents of this information.
5. An **OPTIONAL** outreach proposal. If you are interested in doing outreach in or around Nebraska City, you can provide us with information about the type of activity or event you could facilitate. This is **NOT** required for you to be considered for a residency.
6. Support materials, or work samples, for your specific discipline. See the guidelines below for your discipline.
7. Application fee of \$35 paid via credit card through the online portal. The fee includes our base fee plus an additional fee for media upload. All fees are paid through the portal; check or money order can not be sent to the Center.

Required Support Materials for Interdisciplinary Artist Submissions

Interdisciplinary can submit any combination of the materials outlined for visual, literary, or audio artists. The materials can include any of the following:

- Upload a total of 10 examples of work completed in the past three years. The ten examples may be ten still images, ten minutes of video, or a combination of both (example: if you send two minutes of video, you may send up to 8 still images). All types of visual art are accepted including but not limited to photography, painting, sculpture, ceramics, printmaking, mixed media, video, drawing, or textiles. Note that facilities specific to various media processes may not be available at KHN. Still images can be JPEG, PNG, or GIF format and must be under 5MB each. Video submissions must be in MOV, WMV, or FLV format and may be no longer than 10 minutes total and under 60MB each. Video can be complete works or excerpts.
- Upload 3 excerpts or complete works of representative compositions. Each excerpt or work must be no more than 5 minutes long. Only MP3 files will be accepted. Files must be under 10MB each. Representative samples that include video are also acceptable. Video files should be submitted in MOV, WMV, FLV format and must be under 60MB each. A combination of audio-only and audiovisual pieces can be submitted; upload a total of 3 samples, each no more than 5 minutes long. Applicants may upload one additional file that is a PDF containing brief program notes on the works or excerpts submitted. Program notes should be kept under 200 words. PDF may be no longer than one page. Your name **MUST NOT** appear in the contents of the program notes.

- Upload one PDF that contains all writing samples. Previously published or non-published material is eligible. Only writing submitted in English will be considered. Your name MUST be removed from the sample file and its contents. **Fiction:** Submit no more than 2 short stories or novel chapters, not to exceed 7500 words in length. If a portion of a novel is submitted, a brief (100-200 word) synopsis may be included and does not count toward the 7500-word limit. **Non-fiction:** Submit no more than 2 essays or chapters, not to exceed 7500 words in length. If a portion of a manuscript or book is submitted, a brief (100-200 word) synopsis may be included and does not count toward the 7500-word limit. If the work submitted is memoir or biography, the requirement to remove your name from the writing sample may be disregarded. **Poetry:** Submit up to 10 poems, combined length not to exceed 30 pages. **Drama:** Submit up to 2 one-act plays or up to 2 excerpts (monologues, acts, or scenes) from a longer work. Include a character list and brief synopsis. Total number of pages may not exceed 30.

Contact us at info@khncenterforthearts.org or 402-874-9600 regarding questions about submission materials.

***As of January 15, 2011, KHN will no longer accept paper application. After this date, all applicants must submit their materials through our online portal (<https://khncenterforthearts.slideroom.com/>). Applications will not be accepted via email.**