

General Guidelines for Audio Artist 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 or the name of your collaborators **MUST NOT** appear in the contents of either of these statements.
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** professional practice or outreach proposal. If you are interested in doing outreach in Nebraska City, you can provide us with information about the type of activity 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 Audio Artist Submissions

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 30MB each.

Your name (and the names of your collaborators) **MUST be removed** from the sample files and contents. This includes the title and description areas in Slideroom. You may credit collaborators only by listing that the project is a collaboration and by explaining your role in the "Statement for Submitted Work." Names of collaborators may be included in your resume.

Representative samples that include video are also acceptable. Video files should be submitted in MOV, WMV, MP4, MPEG, or 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.

***KHN does NOT accept paper applications. All applicants must submit their materials through our online portal (<https://khncenterforthearts.slideroom.com/>). Applications will not be accepted via email.**