

IFCC

ARTIST GRANT & RESIDENCY PROGRAM

Guidelines, Selection Criteria, and Application Questions

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INTRODUCTION

The mission of Friends of IFCC is to further the success of the Interstate Firehouse Cultural Center (IFCC), which has served as an arts center and cultural home for Portland's Black community since its founding by the City of Portland's first Black Commissioner and Parks Director, Charles Jordan.

Friends of IFCC invites applicants to this Artist Grant & Residency Program that provides artists with funding, studio space if desired, and yearlong opportunities for collaboration and professional development. Portland-based artists working at any level and in wide-ranging disciplines—including but not limited to visual arts, writing, multimedia, music (including bands), dance, theater, spoken word, and multidisciplinary performance—are invited to apply. Award amounts will range from \$1,000-\$12,000 per grant.

Applicants are encouraged to consider how their creative work aligns with the mission of Friends of IFCC (above) and the vision of the Interstate Firehouse Cultural Center (IFCC) as an anchor facility where the history of Portland's Black community, and its rich arts and culture contributions, can be presented, displayed, discussed, and honored.

This program is part of a larger community-driven effort to support Portland's Black arts ecosystem and renovate IFCC. Prior to IFCC's renovation, we are re-activating the current building to build excitement about what's ahead. The in-kind donation of space at IFCC for artist residencies is provided by our program partner Portland Parks & Recreation. Special thanks to the City of Portland's Office of Arts & Culture and 1803 Fund for providing significant funding. This program expands a previous grantmaking effort funded by the American Rescue Plan from October 2022 through March 2025.

ABOUT THE PROGRAM

What are the Program's Goals?

- To support artists that align with IFCC's intentions:
 - ❖ *Respect and honor IFCC's history and roots in the Black community*
 - ❖ *Uphold IFCC's founding charge to explore, preserve, and celebrate Portland's diversity*
 - ❖ *Advance the City of Portland's commitment to racial equity*
- To include artists in the Portland community from ALL levels in their professional careers across diverse disciplines
- To offer free artist workspace at IFCC
- To create a "community of practice" by encouraging collaboration among selected artists and offering opportunities for professional development
- To activate IFCC with engagement, performances, and events for the community

How Does This Program Work?

1. **IFCC Artists** receive grant money. Award amounts range from \$1,000-\$10,000.
2. **IFCC Artists-in-Residence** receive grant money and nine weeks of free artist workspace at IFCC. Award amounts range from \$10,000-\$12,000.

Each person chosen for this program will activate IFCC for a minimum of one event that aligns with the spirit of IFCC. This could be a workshop, open studio, artist talk, class, performance, exhibition, etc.

Considering the program's goal to create a "community of practice," collaboration among all the selected artists is encouraged. There will be at least two gatherings to build community among all selected artists. Additionally, numerous opportunities will be offered, such as optional participation in an annual artists' showcase in the winter and an annual festival in the summer.

The grant money is unrestricted so artists can use it in whatever way they see fit. Artists are not expected to produce any finished creative works as part of this program.

Selected artists will complete program evaluation surveys/interviews and check-in with program staff as needed.

Please note: This grant is considered taxable income. Those selected must provide a W9 tax form and will be responsible for paying associated income taxes related to the award amount.

ELIGIBILITY – WHO CAN APPLY?

- Portland-based artists working at any level and in wide-ranging disciplines including but not limited to visual arts, writing, multimedia, music (including bands), dance, theater, spoken word, and multidisciplinary performance.
- Applicants' artistic practice must align with the IFCC Vision and Program Goals (described earlier).

SELECTION CRITERIA - HOW WILL ARTISTS BE CHOSEN?

A selection committee of community members and City designees will be convened to evaluate and select applications that create a diverse cohort of artists based on the following criteria: alignment with IFCC; intended project/practice; artistic goals; diversity of experience; and event.

Priority will be given to applicants who are Portland residents, practice their art in Portland, and/or serve Portland communities.

For those applying to be an Artist-in-Residence (description in next section), priority will be given to those who do not have a dedicated space for their artistic practice.

For those applying to be an Artist-and-Facilitator-in-Residence (description in next section), selection criteria will include: experience working with other artists; experience with scheduling and/or administrative work; and strong communication and organizational skills.

RESIDENCY DETAILS

This section is only relevant for those applying to be IFCC Artists-in-Residence. (Those applying to be IFCC Artists, who receive grant money without workspace at IFCC, can skip this section.)

What Should Applicants Know about the Residency?

IFCC Artists-in-Residence receive artist workspace at IFCC for nine weeks. IFCC is a work space; resident artists do not live in the building. Each nine-week residency period consists of a cohort of three Artists-in-Residence (AIR) and one Artist-and-Facilitator-in-Residence (AFR) who occupy different spaces at IFCC:

- **Artist-in-Residence (AIR):** Nine-week residency and \$10,000 grant award. Residency spaces: Gallery, Rehearsal/Dance Studio, or Office.
- **Artist-and-Facilitator-in-Residence (AFR):** Nine-week residency and \$12,000 grant award. Residency space: Theater. The AFR coordinates the calendar of events and space usage, and serves as liaison between AIRs and Portland Parks & Recreation for matters related to administration, building maintenance, etc. Additionally, the AFR allows the AIRs to use the theater for a minimum of one event per AIR.

All those in residence will be asked to sign a space permit and provide a \$500 security deposit, which will be refunded after the residency if there are no building damages. Plus, all those in residence will attend an orientation, and each cohort will join an opening/closing meeting at the start/end of their nine-week residency to help pass the baton to the next cohort.

What are the Residency Spaces?

1. Theater (1st floor, plus greenroom & 2 dressing rooms, ~2500 sf total, theater capacity 99)
2. Gallery (2nd floor, ~765 sf, capacity 40)
3. Rehearsal/Dance Studio (2nd floor, ~570 sf, capacity 20)
4. Office (2nd Floor, ~150 sf, capacity 4)

A virtual tour of IFCC can be viewed at <https://my.matterport.com/show/?m=WGH6AQEhrmq>.

IFCC was originally built as a firehouse. There is “sound bleed” between floors. Depending on the sound level of each artistic practice and an individual’s tolerance of sound, coordination of schedules and space usage between Artists-in-Residence is encouraged. IFCC is wheelchair accessible.

What are the Residency Dates?

- March 24 - May 25, 2025
- June 9 - August 10, 2025
- September 1 - November 2, 2025

PROGRAM OVERVIEW

IFCC Artist	IFCC Artist-in-Residence (AIR)	IFCC Artist-and-Facilitator-in-Residence (AFR)
Award amounts range from \$1,000-\$10,000	Award amount of \$10,000	Award amount of \$12,000
Receives no workspace at IFCC	Receives nine weeks of workspace at IFCC—either the Gallery, Rehearsal/Dance Studio, or Office—and attends building orientation/logistics meetings as needed	Receives nine weeks of workspace in IFCC—in the Theater—and attends building orientation/logistics meetings as needed
Pursues their creative practice (but no obligation to produce a finished work)		
Provides a minimum of one event at IFCC		
Joins at least two gatherings with all selected artists		
Completes program evaluation surveys/interviews and check-in with program staff as needed		
Gains access to opportunities, such as annual artists’ showcase in winter and annual festival in the summer		
		<p>Serves as a facilitator and administrator who:</p> <ul style="list-style-type: none"> - Coordinates the calendar of events and space usage - Serves as liaison between AIRs and Portland Parks & Recreation for matters related to administration, building maintenance, etc. <p>Allows the AIRs to use the theater for a minimum of one event per AIR</p>

HOW DO I APPLY?

Apply online at ifccfriends.org/apply.

Application Deadline: Wednesday January 8, 2025 at 11:59pm Pacific. Late submissions will not be considered.

Applicants are strongly encouraged to attend one of the Information Sessions and IFCC Building Tours (see dates in next section).

KEY DATES

- Virtual Information Session: Wednesday December 4, 2024 at 6pm and the recording will be posted at ifccfriends.org/apply
- In-Person Information Session and IFCC Building Tour: Saturday December 14, 2024 at 10am at 5340 N Interstate Ave in Portland
- Application Deadline: Wednesday January 8, 2025 at 11:59pm Pacific
- Panel Review: February 2025
- Award Announcements: Friday February 28, 2025
- Program Cycle: Runs from March 2025 through December 2025
- Nine-Week Residencies at IFCC:
 - March 24 - May 25, 2025
 - June 9 - August 10, 2025
 - September 1 - November 2, 2025
- Options for IFCC Artists to Host an Event at IFCC:
 - March 17 - 23, 2025
 - June 2 - 8, 2025
 - August 18 - 24, 2025
 - August 25 - 31, 2025
 - November 10 - 16, 2025
 - November 17 - 23, 2025
 - December 1 - 7, 2025
 - December 8 - 14, 2025
 - December 15 - 21, 2025

OREGON PUBLIC RECORDS NOTICE

IMPORTANT: Applications may be shared with Friends of IFCC's partners at the City of Portland. Your application documents are potentially subject to disclosure under Oregon public records law.

QUESTIONS?

Please contact us at artists@ifccfriends.org.

APPLICATION QUESTIONS

Here are the application questions. To avoid losing your work to technical issues, draft answers in a separate file that you can save, and then copy/paste into the online application. Many of the questions have a 3,000 character limit, but brief/concise answers are encouraged.

About You

CONTACT INFORMATION

First Name

Last Name

Email address

Phone number

Mailing address

Street

City

State

Zip

Pronoun (ex: she, he, they)

PORTLAND AFFILIATION

I am a resident of the City of Portland. (Yes/No)

Please check all that apply.

- I practice, perform, or show my art in Portland. Please provide details.
- I serve Portland communities with my artistic practice. Please provide details.

Please share one or two sentences about how your work takes place in and/or serves Portland.
(Limit 1,000 characters)

ARTISTIC PRACTICES

What is your primary artistic practice? Please select one.

- Visual Arts
- Music
- Dance
- Theater
- Spoken Word
- Writing
- Other...

Do you have any secondary artistic practices? Please select all that apply.

- Visual Arts
- Music
- Dance
- Theater
- Spoken Word
- Writing
- Other...

STAGE IN CAREER

What stage in your artistic career do you consider yourself?

- Early—beginning to develop your professional art-related career.
- Mid-career—you've created professional work consistently for at least three years.
- Established—you have a substantial body of work and significant visibility.

Application Type

Please let us know which opportunity you are applying for.

- I am applying for grant money only. I do not want nine weeks of workspace at IFCC. (If you select this one, you will skip the application questions about the nine-week residency.)
- I am applying for both the grant money and the nine weeks of workspace at IFCC. If I am not selected for the nine-week residency, I would still like to be considered for a grant. (If you select this one, you will complete the application questions about the nine-week residency.)

Nine-Week Residency at IFCC

This section appears for those who are applying for both the grant money and the nine weeks of workspace at IFCC. For those who are applying for grant money only, this section will be skipped.

RESIDENCY TYPE

Which type of residency do you wish to be considered for? (Select one)

- Artist-in-Residence (AIR) only, which would have access to Office, Gallery, or Rehearsal/Dance Studio
- Artist-and-Facilitator-in-Residence (AFR) only, which would have access to Theater
- Both AIR and AFR

SPACE

Do you currently have a dedicated space for your artistic practice? (Yes/No)

If you selected “yes” in the question before, why is additional space needed? (Limit 1,000 characters)

SPACE SELECTION - AIR

If you are applying for Artist-in-Residence (AIR), which space(s) are you interested in? Please rank in order of preference: first choice, second choice, and third choice. If there's a space you can't use, please select "can't use."

- Office
- Gallery
- Rehearsal/Dance Studio

SPACE USAGE

How do you plan on setting up and using the physical space? (Limit 3,000 characters)

ACCESSIBILITY NEEDS

Please describe any mobility, accessibility, or special accommodations needed to make the best use of space at IFCC. (Limit 3,000 characters)

AFR – ADMINISTRATION AND FACILITATION

If you are applying as an Artist-and-Facilitator-in-Residence (AFR), please describe your experience as a coordinator and/or facilitator for a cohort of artists, responsible for administrative duties including scheduling, communications, and building maintenance. (Limit 3,000 characters)

RESIDENCY DATES

Please rank your preference: first choice, second choice, and third choice. If certain dates will not work for you, please select "unavailable."

- March 24 - May 25, 2025
- June 9 - August 10, 2025
- September 1 - November 2, 2025

IFCC Event Dates

This section appears for everyone. For those applying for the grant money only, there is an opportunity to host one event at IFCC. For those applying for the nine-week residency, if you are not awarded the residency, you can still be considered for the grant that includes the opportunity to host one event at IFCC.

Each IFCC Artist will have the opportunity to host one event at IFCC. Please rank your preference: first choice, second choice, and third choice. If certain timeframes will not work for you, please select "unavailable." For all the rest, please select "available but not top choice." Please note: artists will later select an event date within the timeframe; artists will not be using the space for the entire duration of the timeframe.

- March 17 - 23, 2025
- June 2 - 8, 2025
- August 18 - 24, 2025
- August 25 - 31, 2025
- November 10 - 16, 2025
- November 17 - 23, 2025
- December 1 - 7, 2025
- December 8 - 14, 2025
- December 15 - 21, 2025

IFCC Alignment

IFCC Vision: To serve as an anchor facility where the history of Portland's Black community, and its rich arts and culture contributions, can be presented, displayed, discussed, and honored.

IFCC Intentions:

- *Respect and honor IFCC's history and roots in the Black community*
- *Uphold IFCC's original mission to explore, preserve, and celebrate Portland's diversity*
- *Advance the City of Portland's commitment to racial equity.*

How does your artistic practice and work align with IFCC's Vision and Intentions above? (Limit 3,000 characters)

PROJECT OR PRACTICE

What type of artistic project or practice do you intend to pursue during your grant period? (Limit 3,000 characters)

ARTISTIC GOALS

Please describe how this program will help advance your artistic goals. (Limit 3,000 characters)

DIVERSITY OF EXPERIENCE

This program strives to support artists with diverse backgrounds, perspectives, and experiences. Please share the ways in which your personal/professional life and creative work align with the goal of supporting a diverse cohort of artists. (Limit 3,000 characters)

EVENT

Please describe what kind of event you would want to produce at IFCC. (Limit 3,000 characters)

COMMUNITY OF PRACTICE: WORKSHOPS

As part of the program's goal to create a "community of practice," we want to support learning opportunities. Is there a skill or subject that you'd like to either learn more about or teach? (Limit 1,000 characters)

COMMUNITY OF PRACTICE: MENTOR OR MUSE

Who is on your wish-list of someone local whom you'd like to learn from or collaborate with? (Limit 1,000 characters)

WORK SAMPLES

Please include 1-3 examples of representative artistic work for reference here. This could include links to videos or photos of your work; links to write-ups of your work; description of key exhibitions or performances with dates and locations; other grants or honors that you have received; etc. (Limit 3,000 characters)

Closing

REQUIREMENTS FOR EVERYONE

If you are selected for grant money, applicant agrees to:

- Complete grant agreement that includes submission of W9 tax form to process grant award
- Offer a minimum of one event at IFCC
- Join at least two gatherings with all selected artists
- Complete program evaluation surveys/interviews and check-in with program staff as needed

REQUIREMENTS FOR RESIDENCY

If you are selected to receive nine weeks of residency space at IFCC, applicant agrees to:

- Sign a space permit and give a \$500 security deposit (which will be refunded after the residency if there are no building damages)
- Attend building orientation/logistics meetings as needed

ADDITIONAL COMMENTS

Is there anything else you would like to tell us? (Limit 3,000 characters)