

Artist Development Fellowship Work Sample Submission Information

As Artist Development Fellowship material is prepared for review by the Council on the Arts, we have found that where applicable, providing samples of your work (e.g. writing samples, photo representation of visual works; recordings of musical compositions; performance clips for those involved in dance, acting, film, musical performances, etc.) assists the Council in their review. In order to facilitate the sharing of these items with the council, we ask that where possible, materials be submitted as follows:

- Public or Unlisted (not Private) YouTube link to videos of work samples (no more than 15 minutes)

Instructions for posting an unlisted YouTube video.

1. Sign into your YouTube account
 2. Click on the **arrow next to the Upload button at the top of the page**. In the expanded menu, click on **Video Manager**.
 3. Choose the video you want to edit and click the **Edit** button below the video thumbnail.
 4. Scroll down to the **Basic Info** tab and find the **Privacy** section.
 5. You'll see the option to make the video Public, **Unlisted**, or Private.
 6. Select **Unlisted**. Make sure to click the **Save Changes** button at the bottom of the page.
- Vimeo links with the privacy setting of either "Anyone" or "Anyone with a password" (provided you send the password with your submission) videos of work samples (no more than 15 minutes)
 - More information about Vimeo privacy settings. <https://vimeo.com/help/faq/managing-your-videos/privacy-settings>
 - Direct link to website featuring work samples (please be selective, consider submitting a selection of work, or excerpts.) Please be sure to add names/descriptions to your works.
 - If you submitted links via your resume and/or narrative, for administrative purposes I would ask you to resubmit that information to me as well.
 - **Literary Applicants** can submit work samples of their writing via an attached word document or by providing a link to a site with their works.

NOTE: For further assistance regarding any uploading of materials to Vimeo or Youtube, please contact Brice Norton (617.495.8676), (bricenorton@fas.harvard.edu<<http://bricenorton@fas.harvard.edu>>) at the OFA, and please cc me on this correspondence.

- Work sample submissions should be prepared at the same time as your CARAT application.
- Post deadline you will receive an email from Stephanie Troisi, Student Services Coordinator (troisi@fas.harvard.edu) providing a link that will direct you to a folder to submit your work.
- **Materials should be submitted no later than Tuesday, February 8, 2022 (12pm)**