



TEXAS FOLKLIFE

# APPRENTICESHIP PROGRAM

2023 APPRENTICESHIPS IN THE FOLK ARTS PROGRAM  
GUIDELINES & APPLICATION

POSTMARK DEADLINE: DECEMBER 9, 2022

## ABOUT THE PROGRAM

Texas Folklife's Apprenticeship Program fosters the continuity of traditional arts in Texas by providing awards for artist mentors to train apprentices. Each award supports intensive, one-on-one training\* for individuals who demonstrate an established skill for and dedicated commitment to a specific traditional art or cultural practice. If selected, the artist mentor and apprentice (the "artist team") will implement the self-designed and directed work plan proposed in their application. Over the course of the program, Texas Folklife will work with the artist team to document their apprenticeship while offering assistance and support. Each artist team will share the results of their apprenticeship in a final public presentation organized in consultation with Texas Folklife.

### \*NOTE:

1. The one-on-one, mentor-apprentice model may not fit within the framework of certain artistic traditions such as ensemble-based art forms. In these cases, group apprenticeship proposals will be considered. Please contact Texas Folklife if you have questions about the compatibility of your art form with the Apprenticeships in the Folk Arts Program.

## WHAT ARE THE FOLK AND TRADITIONAL ARTS?

Folk and traditional arts are transmitted, engaged, and reinvigorated within communities whose members often share a common heritage, language, religion, occupation, or region. The folk and traditional arts not only are rooted in and reflective of but actively shape a community's values, aesthetic ideals, and life experiences. Expressing this common ethos, these artistic traditions are typically passed on from one generation to the next, or from one community member to another, through extended periods of observation, demonstration, conversation, and practice.

Folk and traditional arts encompass many forms including but not limited to

- Handworked Crafts
- Verbal Arts
- Visual Arts
- Performing arts
- Foodways

An **artist mentor** is someone who is recognized by their community and peers for expertise in a particular traditional art form. As someone who studies under an artist mentor, an **apprentice** demonstrates an intention to enhance their established skills and cultural understanding of the art form as well as a long-term commitment to carrying the tradition forward.

## WHO CAN APPLY?

Texas Folklife welcomes applications from tradition and culture bearers of all folk arts. From conjunto accordion, horse saddlery, and chair caning to Micronesian stick dance, qawwali, and Native American healing arts, the Apprenticeship Program has awarded apprenticeships to a diverse selection of traditions.

Priority will be given to traditions where the artist mentor primarily practices their art in community settings and/or has been trained in their art form outside of institutional structures. Above all, the Apprenticeship Program aims to support artist mentors and apprentices who share membership in the same community.

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## AWARD AMOUNT

Typical apprenticeship awards range from \$2,500 to \$3,000. The award covers artist mentor fees, supplies/materials, and travel. Specified amounts may also be used to support apprentice supplies/materials and travel costs.

## HOW TO APPLY

Interested artist mentors and apprentices apply together. Before completing the application, artist mentors and apprentices should meet to discuss their ideas for the apprenticeship. Both the artist mentor and apprentice must agree on the following details: what material will be covered, where and how the sessions will be held, how long the apprenticeship will last, and how the budget will be allocated. Further, the artist mentor and apprentice should discuss why participation in the apprenticeship program is valuable to each of them individually and their shared community more broadly. The narrative questions included in the application reflect these points.

The artist mentor and apprentice must complete the application in full. The artist mentor must answer the questions listed under “Artist Mentor Information” (see Section C, Questions 1-3), and the apprentice must respond to the questions listed under “Apprentice Information” (see Section D, Questions 1-3). Both applicants should complete the rest of the application together. Along with the application form, the artist mentors and apprentices are both required to submit samples of their work and letters of support (see Section F). Applications can be handwritten.

All applicants are welcome to contact Texas Folklife to discuss their proposals and work samples. **Direct application assistance and draft review are available through December 2, 2022.**

Only applications submitted through this application form or the online application via Survey123. Find the online application at [texasfolklife.org/program/apprenticeships](https://texasfolklife.org/program/apprenticeships).

2023 Apprenticeships in the Folk  
Arts Program Online Application



## EVALUATION CRITERIA/ELIGIBILITY

Moderated by Texas Folklife staff, a panel of folk and traditional arts specialists and past program participants will review completed applications on a competitive basis and make recommendations for approval according to the following criteria:

### ARTISTIC QUALITY & COMMITMENT (60 points)

- Artistic strength of the artist mentor’s work according to the standards of the traditional community
- Established skill and demonstrated commitment of the apprentice

### FEASIBILITY (15 points)

- Feasibility of the proposed work plan, appropriateness of the budget, and the likelihood of successful collaboration between the artist mentor and apprentice

### IMPACT (25 points)

- Role and significance of the tradition in community life
- Potential impact of apprenticeship on the continuity of the tradition

Evidence of meeting the evaluation criteria must be found in the application’s narrative descriptions, apprenticeship work plan, public presentation proposal, budget, and supporting materials.

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This program will **not** fund:

- Recreations of historic artifacts or staged productions of village folk traditions that attempt to reenact lifestyles from the distant past
- Contemporary and individual studio art projects
- Ongoing classes where an artist mentor instructs in a classroom situation
- International apprenticeships
- 2021-2022 Texas Folklife Apprenticeship Program Participants

Apprentices must reside in Texas. Artist mentors may reside in Texas or the four surrounding states (LA, NM, OK, or AK). There are no age requirements for an artist mentor or apprentice to apply. 2021-2022 Texas Folklife Apprenticeship Program participants must wait a period of one year to apply again.

## PERIOD OF STUDY

The length of each apprenticeship will vary depending on a variety of factors:

- Traditional art form being taught
- Goals of the apprenticeship
- Frequency with which the artist mentor and apprentice meet
- Length of each session

Apprenticeships funded through Texas Folklife must total between six to eight months in length and should include on average 12-16 hours of instruction per month. Apprenticeships may begin at any time after successful applicants have been notified.

## PARTICIPANT REQUIREMENTS

### PUBLIC PRESENTATION\*

Artist teams **MUST** organize a public presentation to share the results of their apprenticeship with their communities. Applicants are required to describe plans for a proposed presentation detailing items such as its content, location, potential dates, ideas for promotion, and how the presentation will engage their cultural communities. Selected artist teams **MUST** provide photo and/or video documentation of the event at the end of their apprenticeship.

#### \*NOTE:

1. Presentations may take a variety of forms beyond face-to-face performances or workshops; however, they must be accessible to the public. Web-based presentations, blogs, YouTube videos, or other social media formats are acceptable. Applicants should discuss these ideas with Texas Folklife staff prior to submitting an application.

### APPRENTICESHIP DOCUMENTATION

Near the midpoint of the apprenticeship period, Texas Folklife will contact participants to schedule the required **site visit/interview**. These meetings typically last between one to two hours and can be thought of as a conversation in which participants discuss their experience with the tradition, its significance to their community, and demonstrate the skills, techniques, or lessons learned through the apprenticeship. Texas Folklife will document the site visit/interview through photography and video recording.

Continuing to negotiate the COVID-19 pandemic, Texas Folklife may conduct the site visit/interview virtually. Texas Folklife may also ask participants to self-document their apprenticeship through photography, video recording, and other means of creative virtual documentation.

At the end of the apprenticeship period, prior to receiving the final payment, the artist teams will complete and submit a final **report** documenting and reflecting on their experiences. Texas Folklife will provide the final report format.

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All apprenticeship documentation, including application materials and the final report, will be stored in TXF's digital archive. Participants will have full access to and the right to use their respective archival materials. In consultation with participants, TXF may work with the (self-)documentation to produce and publish public-facing content showcasing the participants and promoting the program on Texas Folklife's website and social media channels.

## PAYMENT PROCESS

Awards will be distributed over three payments: the first at the signing of contracts, the second when the Program Coordinator meets with the artists and documents their apprenticeship, and the third at the completion of the public presentation and submission of the final report to Texas Folklife.

## IMPORTANT DATES\*

October 28, 2022	2023 Program Application Available
November 13, 2022	2023 Apprenticeship Program Pre-Application Webinar (Optional)
December 2, 2022	Deadline for application assistance / draft review (Optional)
December 9, 2022	Postmark/Online Submission Deadline for Applications
December 16, 2022	Deadline for Recommendation Forms
Early January 2023	Review Panel Meets to Evaluate Applications
Mid-Late January 2023	Applicants Notified of Awards
February 2023	First Payments Made to Artist Teams
March - August 2023	Site Visits/Interviews for Apprenticeship Documentation
August 30, 2023	Final Reports Due and Final Payments Made to Artist Teams

\* Dates subject to change.



**TEXAS FOLK LIFE**

**APPRENTICESHIP PROGRAM**

**2022 APPRENTICESHIPS IN THE FOLK ARTS PROGRAM  
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POSTMARK DEADLINE: DECEMBER 1, 2020

Name of Artist Mentor

Address City State ZIP County

Cell Phone Other Phone Email

Name of Apprentice

Address City State ZIP County

Cell Phone Other Phone Email

How did you learn about or who referred you to the Apprenticeship Program? (50 words max.)

\_\_\_\_\_

A. NAME AND DESCRIPTION OF TRADITIONAL ART FORM (170 words max.)

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## B. APPRENTICESHIP DESCRIPTION

To be filled out by ARTIST MENTOR and APPRENTICE together.

**IMPORTANT NOTE:** Due to the COVID-19 pandemic, Texas Folklife encourages applicants to develop flexible work plans and will support apprenticeships that include remote/virtual meetings, training, and engagement.

1. What community or communities do the artist mentor and apprentice share? (Do you, for example, share ties of family, heritage, ethnicity, tribe, language, religion, occupation, or region? How do you define membership in your community or shared group?) (150 words max.)

2. Outline the goals of the apprenticeship, describing in detail the skills, techniques, and subject matter you plan to cover. (170 words max.)

### 3. Apprenticeship Schedule

Start date:        /        /

End date:        /        /

Approximate number of learning lessons:

Length of each session:

Total hours of proposed apprenticeship:

Meeting place:

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### 4. Public Presentation Proposal

All artist mentors and apprentices **MUST** organize a public presentation in order to share the results of their respective apprenticeship. Propose a plan for a public presentation by outlining its content, location, potential dates, ideas for promotion, and how it might engage your community. Please note that presentations may take a variety of forms beyond face-to-face performances, demonstrations, or workshops such as blogs, YouTube videos, livestream events, or other social media formats. *(120 words max.)*

Applicants may have the opportunity to perform for an Apprenticeship Program Virtual Showcase, typically held in early August. Please indicate your interest below. Although participation in the virtual showcase satisfies the program's public presentation requirement, applicants **MUST** still provide a description of their proposed presentation above.

- Yes, I am interested in participating in the Apprenticeship Program Virtual Showcase.
- No, I am not interested in participating in the Apprenticeship Program Virtual Showcase.

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## C. ARTIST MENTOR INFORMATION

To be filled out by ARTIST MENTOR.

1. Please describe your background and experience in your traditional art form. How long have you been practicing it? How or from whom did you learn? What role does this traditional art play in your life? (150 words max.)

2. Why is this artistic tradition - as practiced by you - important to your community? (150 words max.)

3. How long have you known your apprentice? Why did you select this apprentice? Have you worked together previously in this tradition? (150 words max.)

4. What impact do you think this apprenticeship will have on your community? (150 words max.)



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### D. APPRENTICE INFORMATION

To be filled out by APPRENTICE.

1. Please describe your background and experience in the traditional art form you wish to study. How long have you been involved in the art form? How or from whom have you been learning? How would you describe your current skill level? What role does this traditional art play in your life? (150 words max.)

2. Why is this artistic tradition important to your community? (150 words max.)

3. Why do you want to participate in the Apprenticeship Program with this artist mentor? What do you hope to accomplish from your participation in the program? (150 words max.)

4. What are your plans for continuing to practice the traditional art form? How do you plan to continue sharing what you have learned with your community? (150 words max.)

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## E. APPRENTICESHIP BUDGET

The total amount of the apprenticeship budget (sum of subtotals 1-4) must not exceed \$3,000.

**IMPORTANT NOTE:** Due to the COVID-19 pandemic, we consider it appropriate to list under "Supplies and Materials" any software or equipment that helps the artist mentor and apprentice to safely conduct their training.

### 1. Artist Mentor Fees

	Amount:
Subtotal:	\$

### 2. Supplies and Materials

Please itemize, describe, and designate the intended recipient (i.e., "Mentor" or "Apprentice").

Item:	Description:	Amount:
		\$
		\$
		\$
		\$
	Subtotal:	\$

### 3. Travel

Please itemize, describe, and designate the intended recipient (i.e., "Mentor" or "Apprentice").

Item:	Description:	Amount:
		\$
	Subtotal:	\$

### 4. Other Costs

Please itemize, describe, and designate the intended recipient (i.e., "Mentor" or "Apprentice").

Item:	Description:	Amount:
		\$
	Subtotal:	\$

**TOTAL (sum of subtotals 1-4; must not exceed \$3,000):** \$

# 2023 APPRENTICESHIPS IN THE FOLK ARTS PROGRAM GUIDELINES & APPLICATION

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## F. SUPPORTING MATERIALS

Works samples and letters of support are very important to the application. These materials serve as opportunities to demonstrate your artistic ability, commitment to the art form, feasibility of the work plan, and significance of the tradition to your community. Applications submitted without work samples or letters of support are not eligible for review. If you are unable to submit certain supporting materials, please contact the program coordinator to discuss alternatives.

### Work Samples

Artist mentors and apprentices are both required to submit samples of their work. Please note the discipline-specific work sample requirements listed in the WORK SAMPLE INDEX. In addition to the required work samples, applicants may also submit a limited number of additional supporting materials (articles/press, brochures/booklets/instructional media, and other printed materials).

**Submit work samples electronically:** Work samples may be submitted electronically on USB drives, CD, DVD, or as a list of URL links to online materials. Please make sure the links are active, formatted correctly, and do not require a password to access. See lists of accepted file types in the WORK SAMPLE INDEX.

### OR

**Submit work samples by mail:** Work samples may be submitted by mail. Do not send original or irreplaceable materials. If you would like your supporting materials returned to you, please include a self-addressed shipping container and required postage. Work samples will otherwise not be returned.

### Letters of Support

**Letter of Support for Artist Mentor:** Submit **one (1)** letter of support from a person who can speak to the artist mentor's qualifications and the apprenticeship's impact on the community. Letters may be from, among others, a folklorist, arts administrator, practicing peer, or community member who is knowledgeable about the artist mentor's work. The letter should address the recommender's background/position and relation to the artist mentor; the artist mentor's artistic ability, past teaching/mentoring experience, and general commitment/contributions to the traditional art form; the importance of tradition to the community; and why this apprenticeship promises to help sustain the traditional art form.

**Letter of Support for Apprentice:** Submit **one (1)** letter of support from a person who is knowledgeable about the proposed traditional art and can speak to the apprentice's potential. Letters may be from, among others, a teacher, arts administrator, or community or family member who is familiar with the apprentice's work. The letter should address the recommender's background/position and relation to the apprentice as well as the apprentice's prior experience with and commitment to the traditional art form, relationship with their prospective mentor, and potential as a future tradition bearer.

Each letter of support should be

- On 8 ½" x 11" pages
- Presented on sender's letterhead (if applicable)
- Typed in Times, Helvetica, or equivalent font, no smaller than 12 point in size, and double spaced OR neatly printed
- Formatted with at least 1" margins on all sides
- Addressed to Texas Folklife
- Signed and uploaded as a PDF file
- Submitted with the application or emailed directly to the program coordinator at [apprenticeships@texasfolklife.org](mailto:apprenticeships@texasfolklife.org).

Alternatively, in lieu of writing a letter, recommenders can fill out either the **Artist Mentor Recommendation Form** or **Apprentice Recommendation Form** via Survey123. Find the Survey123 links at [texasfolklife.org/program/apprenticeships](https://texasfolklife.org/program/apprenticeships). **Both Letters of Support for Artist Mentors and Apprentices must be submitted by December 16, 2022.**

Artist Mentor  
Recommendation Form



Apprentice  
Recommendation Form

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## WORK SAMPLE INDEX - ARTIST MENTOR

### Artist Mentor Work Sample Requirements

- Visual artists and craftspeople MUST include **six to eight (6-8)** images (photographs or digital images)
- Musicians MUST provide **two-three (2-3)** examples of recorded performance (CD, DVD, or digital files/videos)
- Dancers and other performing artists MUST provide **two-three (2-3)** examples of recorded performance (CD, DVD, or digital files/videos)
- Storytellers and other verbal artists MUST provide **two-three (2-3)** examples of recorded performance OR **two-three (2-3)** written examples of representative works

### Accepted File Types

- Images: JPEG, GIF, PNG, TIFF, PDF
- Audio: MP3, WAV
- Video: MOV, MP4, MPEG, WMV
- Written samples: PDF, DOCX, DOC, TXT
- Links to online materials/websites (including social media sites): Please make sure the links are active, formatted correctly, and do not require a password to access.

Check all that apply and list quantity:

### Work Samples

- |  |           |
|--|-----------|
| <input type="checkbox"/> Images          | Quantity: |
| <input type="checkbox"/> Audio samples   | Quantity: |
| <input type="checkbox"/> Video samples   | Quantity: |
| <input type="checkbox"/> Written samples | Quantity: |

### Supporting Documentation *(optional, maximum 2 total items)*

- |   |           |
|---|-----------|
| <input type="checkbox"/> Articles/press                         | Quantity: |
| <input type="checkbox"/> Brochures/booklets/instructional media | Quantity: |
| <input type="checkbox"/> Other:                                 |           |

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## Artist Mentor Work Sample Descriptions

Please list your work samples with brief descriptions and URLs (if applicable). Descriptions should include information such as dates, details of pieces, and contextual information. If the work sample features other individuals or other individuals' work, clearly identify yourself and/or your work. You may use and attach a separate document or sheet of paper if necessary.

### Work Sample 1

Title:

URL/Format:

Start/Stop times for audio/video (if applicable):

Description:

Relevance to this apprenticeship:

### Work Sample 2

Title:

URL/Format:

Start/Stop times for audio/video (if applicable):

Description:

Relevance to this apprenticeship:

### Work Sample 3

Title:

URL/Format:

Start/Stop times for audio/video (if applicable):

Description:

Relevance to this apprenticeship:

### Supporting Documentation (optional)

Title(s):

URL(s)/Format(s):

Description(s):

Relevance to this apprenticeship:

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## WORK SAMPLE INDEX - APPRENTICE

### Apprentice Work Sample Requirements

- Visual artists and craftspeople MUST include **four to six (4-6)** images (photographs or digital images)
- Musicians MUST provide **one-two (1-2)** examples of recorded performance (CD, DVD, or digital files/videos)
- Dancers and other performing artists MUST provide **one-two (1-2)** examples of recorded performance (CD, DVD, or digital files/videos)
- Storytellers and other verbal artists MUST provide **one-two (1-2)** examples of recorded performance OR **one-two (1-2)** written examples of representative works

### Accepted File Types

- Images: JPEG, GIF, PNG, TIFF, PDF
- Audio: MP3, WAV
- Video: MOV, MP4, MPEG, WMV
- Written samples: PDF, DOCX, DOC, TXT
- Links to online materials/websites (including social media sites): Please make sure the links are active, formatted correctly, and do not require a password to access.

Check all that apply and list quantity:

### Work Samples

- |  |                  |
|--|------------------|
| <input type="checkbox"/> Images          | <b>Quantity:</b> |
| <input type="checkbox"/> Audio samples   | <b>Quantity:</b> |
| <input type="checkbox"/> Video samples   | <b>Quantity:</b> |
| <input type="checkbox"/> Written samples | <b>Quantity:</b> |

### Supporting Documentation *(optional, maximum 2 total items)*

- |   |                  |
|---|------------------|
| <input type="checkbox"/> Articles/press                         | <b>Quantity:</b> |
| <input type="checkbox"/> Brochures/booklets/instructional media | <b>Quantity:</b> |
| <input type="checkbox"/> Other:                                 |                  |

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## Apprentice Work Sample Descriptions

Please list your work samples with brief descriptions and URLs (if applicable). Descriptions should include information such as dates, name/title and details of pieces, and contextual information. If the work sample features other individuals or other individuals' work, clearly identify yourself and/or your work. You may use and attach a separate document or sheet of paper if necessary.

### Work Sample 1

Title:

URL/Format:

Start/Stop times for audio/video (if applicable):

Description:

Relevance to this apprenticeship:

### Work Sample 2

Title:

URL/Format:

Start/Stop times for audio/video (if applicable):

Description:

Relevance to this apprenticeship:

### Supporting Documentation (optional)

Title(s):

URL(s)/Format(s):

Description(s):

Relevance to this apprenticeship:

## 2023 APPRENTICESHIPS IN THE FOLK ARTS PROGRAM GUIDELINES & APPLICATION

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### G. CONSENT TO TEXAS FOLKLIFE FOR USE OF APPLICATION MATERIALS

Signing below allows Texas Folklife to use work examples and narrative responses you submit with this application in future promotional and educational materials. If you **DO NOT** wish to have your work examples and narrative responses used in promotion and education materials produced by Texas Folklife, please check the box below and **DO NOT sign** this page. *Please note that your permission does not affect your application.*

Artist Mentor:

Date:

Apprentice:

Date:

Parent/Legal Guardian:  
(if apprentice is under 18 years old)

Date:

I **DO NOT** give permission for my work samples or narrative responses to be used in any online or printed promotional or education materials produced by Texas Folklife.



## APPLICATION CHECKLIST

**Application**

- Traditional Art Form Description
- Description of the Proposed Apprenticeship
- Artist Mentor Information
- Apprentice Information
- Apprenticeship Budget

**Supporting Materials**

- Work Samples + Work Sample Index (Artist Mentor and Apprentice)
- Letters of Support

**Consent to Use Application Materials**

**Do not bind or staple copies, or place in report covers.**

Paper clips and binder clips are acceptable.

**Submit APPLICATION and SUPPORTING MATERIALS electronically:**

Email or upload the application form and supporting materials online to a cloud-based file transfer platform (such as Dropbox, WeTransfer, or Google Drive) and share with [apprenticeships@texasfolklife.org](mailto:apprenticeships@texasfolklife.org). You may alternatively complete and submit your application entirely online via Survey123. Find the Survey123 online application at [texasfolklife.org/program/apprenticeships](https://texasfolklife.org/program/apprenticeships).

**OR**

**Submit APPLICATION and SUPPORTING MATERIALS by mail:**

Texas Folklife  
Apprenticeship Program  
724 Eberhart Ln #500  
Austin, TX 78745

For more information about the Apprenticeship Program, please contact Texas Folklife by calling the Texas Folklife office at (512) 441-9255. You may also contact Apprenticeship Program Director Marco Guarino directly by calling (646) 770-5287 or emailing [apprenticeships@texasfolklife.org](mailto:apprenticeships@texasfolklife.org).

## ABOUT TEXAS FOLKLIFE

Texas Folklife is a statewide non-profit organization dedicated to the promotion, presentation, and continuation of the diverse cultures and living heritage of the Lone Star State. Since 1984, Texas Folklife has honored the cultural traditions passed down within communities across Texas and explored their importance in contemporary society.

This program is made possible in part by the board and members of Texas Folklife, and from a State Partnership award from the National Endowment for the Arts, which believes that a great nation deserves great art, in partnership with the Texas Commission on the Arts. Additional support provided by the City of Austin through the Cultural Arts Division, believing an investment in the Arts is an investment in Austin's future.