

Performing Artist Roster Application Guidelines



A Division of the Iowa Department of Cultural Affairs

The Iowa Arts Council's Performing Artists Roster exists as a resource for sponsors and venues looking for high quality performers. The IAC encourages sponsors to review the roster and contact the performer or the performer's agent for booking information.

The Iowa Arts Council has one grant program which requires the use of artists from the Performing Artists Roster. **EZ 1-2-3 Performing Arts Grants** support eligible organizations to hire an artist or group from the Performing Artists Roster, to perform in their community. For more information EZ 1-2-3 Performing Arts, please review the [program information](#).

Being represented in the Performing Artists Roster does not guarantee gigs. Sponsors and venues make their own selections from the roster. Performers represented in the roster are encouraged to promote their services by seeking out venues and sponsors.

Iowa Artist Directory

When you submit your application to the Performing Artists Roster, you will automatically be registered in the Iowa Artist Directory (this is a requirement). If your application to the roster is not successful, your registration will still remain in the Directory.

Application Deadline

April 1, 2007. The Iowa Arts Council must receive roster applications and all supporting materials no later than 4:30 p.m. on the day of the deadline. This is NOT a postmark deadline.

Eligible Applicants

Applicants must be at least 18 years of age and not a student, have an active e-mail address, be professionally active in the designated discipline(s).

Applicants not Eligible

Artists/groups who have a late Final Report for a previously funded IAC grant.

Eligible Disciplines

Dance, Folk and Traditional Arts (performing artists), Interdisciplinary & Performance Art, Literature (readings), Music, Music Theatre, Opera, and Theatre.

Review, Approval and Notification Process

The advisory panel, which consists of arts professionals, performing artists, performing arts presenters, and knowledgeable laypersons in the performing arts will interview applicants and review applications in Des Moines on Tuesday, May 12th, 2009 at the State Historical Building. Applicants will be notified of their audition time after they submit their application. Applicants unable to attend the interview or be auditioned will not be reviewed. Panel recommendations are forwarded to the executive director of the Iowa Arts Council for final approval. Applicants will be notified of their status after the review and approval process is completed. Staff will not provide panel recommendations or final decisions until after notification letters have been mailed.

Application Review Criteria

The panel scores each application on the degree to which it meets the following criteria.

- Artistic Qualifications of applicant – up to 50 points
- Quality of marketing/promotional materials – up to 25 points
- Performance/touring experience of applicant– up to 25 points

Application Form and Support Material

Application Form: The application form contains contact and profile information about the applicant, preferences, performance description.

[Go to Application Form >> Click here.](#)

Support Materials: Applicants must submit support materials to provide the panel adequate information to judge the application. Because the quality and appropriateness of the support materials are contributing factors in the review process, it is important to submit only the highest quality support materials that best represent the applicant. Please consider the relevance of each piece of support material. Please note that support materials will not be returned to applicants.

You must submit one copy of all support materials and work samples.

The following support materials are **required** with your application:

- Bio
- Promotional packet (information you send to sponsors/venues explaining your services)
- Work sample (can be, but not limited to: CDs, DVDs, video and audio cassette tapes, sound files, photographs, performance programs, books, etc)
- Listing of performances from the last 2 years

Label all support materials with name of applicant.

Do not:

- Submit original works of art.
- Submit support materials you cannot replace should they be lost or damaged.
- Submit 35-mm slides

What to Submit and How to Submit It

- Application form
- Support Material

Submission

Submit application materials electronically or by U.S. mail. Materials **MUST** be received by 4:30 p.m. on the application date.

Electronic submission:

- Attach your application to an email with the subject line, "**Performing Artists Roster Application**".
- Attach all other documents (Bio, Performance Listing, work samples) to this email as well

U.S. mail submission:

- Send one package containing all materials to:
- Performing Artist Roster Application
Iowa Arts Council
600 E. Locust
Des Moines, IA 50319-0290

** If you choose, you may submit parts of your application electronically, and others via U.S. mail. You will need to indicate this in your email and be sure that the portion you mail reaches our office by the application deadline.*