

Application for New Membership

Membership

Membership is available to artists through an application and selection process. Members have a private studio for a period of up to two years at below market cost. Membership renewal is possible after two years through a reapplication process.

Location

All studios are located in the EFA building at 323 West 39th Street between 8th and 9th Avenues in Midtown Manhattan.

Description and Cost

Studios range in size from 200 to 435 square feet. Ceilings are 11' high. Membership fees vary according to the size and shape of the studio assigned to the artist, the studio's location in the building, and the artist's demonstrated financial need. Subsidized membership fees range from \$350 to \$1,160 per month. Artists who do not demonstrate serious financial need are still eligible to apply and can expect to have slightly higher membership fees. Current monthly dues for membership are \$80.00 per month. The studios are served by passenger and freight elevators, and provide shared restroom facilities, wash sinks, and common areas equipped with coffee maker, sink, refrigerator and microwave oven. All studios have free access to wifi, phone outlets, electric outlets, and individual ventilation and air conditioning. The building is heated by steam-radiators. Normal usage of heat, air-conditioning, electricity and common areas are included in the monthly membership dues. Access to studios is 24 hours a day, 7 days a week.

Eligibility

Visual artists working in all forms of media are eligible. The program is designed for artists with a developed studio practice and career experience. Applicants cannot be in a college or university degree-granting program. Certain types of work cannot be accommodated for practical reasons, including large or heavy sculptures, some types of metal work, and work involving high noise levels or fire risk. Applications are judged solely on the quality of the work as presented. EFA does not discriminate against anyone on the basis of race, creed, color, religion, national origin, sex, age, sexual orientation or marital status. Artists must be citizens of the United States, or must be legal U.S residents during their tenure.

Deadlines and Notification Process

All applications must be submitted online by or before Friday, December 16, 2011. Applicants with DVD submissions of their work must complete the online application by Friday, December 16, 2011 and mail-in the DVD, postmarked on or before Friday, December 16, 2011. All applicants will be notified by email by January 13, 2012 of the receipt of their application and if the materials are complete or incomplete. All applicants will be notified by email or by mail by

March 1, 2012 of the outcome of their application. Please do not call the office for selection results.



Application Process

Composition of the Artistic Merit Selection Panel

The Artistic Merit Selection Panel is a five person, independent panel of prominent artists and art professionals. Members of the Panel change for each intake process.

Application and Review Process:

New member applications are processed in three phases.

Phase 1:

The Artistic Merit Selection Panel will meet in February to review applications submitted to the EFA Studio Program. Each applicant's images will be projected one-by-one, in the order in which they are labeled. If reviewing a DVD submission, the Panel will only watch the first 3 minutes. While viewing the work, members of the Panel may ask to hear more information about the work presented, which is read from the provided image list or explanation of work.

The Panel will judge for the artistic merit of the work as presented. Applicant names are not disclosed to the panel during the selection process. Each applicant is represented by a number to ensure anonymity and focus on the work.

After reviewing the work of all applicants through four or five rounds, the Panel will submit a list of recommended finalists to the EFA Studio Program.

Phase 2:

Applicants chosen as finalists by the Artistic Merit Selection Panel will be notified by email or mail by March 1, 2012 and invited to EFA for a membership interview. They will be asked for the following additional application materials at that time:

- Two Letters of Reference: One reference to demonstrate financial responsibility (e.g. a landlord) and one reference to demonstrate commitment to a professional art career.
- Statement of Intent: A statement indicating why you are applying for Studio Program membership.
- Financial Information: If you are applying for a subsidized space you will be required to file a provided personal financial statement and full Federal Income Tax returns for the last 2 years you filed taxes. (e.g. 2009 & 2010)
- Additional Information About Studio Needs/ Preferences: We will try to accommodate your preferences to ensure that your studio is the best space for your specific practice. For example, do you need a studio with or without windows?

Phase 3:

Accepted finalists will view available studios and fill out all required membership paperwork in order to take possession of their new studio spaces at EFA Studios by May 1, 2012.



Application Instructions

Requirements

Applicants must submit their full application online here: [Apply Online](#). You must read all instructions thoroughly and have all your materials prepared before submitting your application via our online system.

All applications will include the following:

- * Work Samples (10 images or 3 minutes of video)
- * Image List
- * Current Resume
- * Explanation of Work

Work Samples

Applicants Submitting Images: You may submit 10 images total (including any images of details.) All images should be in jpeg format, resolution 300 pixels/inch or less, maximum size: 800x800 pixels—NO IMAGE SHOULD BE LARGER THAN 2MB. This is the optimal size for good image quality and fast upload.

Save each image as: "yourlastname_yourfirstname_01" (ex. Smith_Jane_01.jpg, Smith_Jane_02.jpg, etc).

Applicants Submitting Video: Applicants submitting video samples must send a DVD to EFA Studios after applying using the online application. The panel will only watch the first 3 minutes of the DVD. You may put your name on the cover of the CD, but do not include your name in your title image or in the credits of your time based piece. Applicants will remain anonymous to the Artistic Merit Selection Panel who will be judging the work.

***Please note that the Artistic Merit Selection Panel will review only one format: images or video.

Image List

Put your name at the top of the page. Include the title, date, medium, and dimensions for each image/video segment. Be sure your image list corresponds to the file name of each image. This is very important because it will be used as a reference when the Panel is viewing your work.

Please save your Image List as a .doc or .pdf file as: “yourlastname_yourfirstname_Image List” (ex. Smith_Jane_Image List)

Resume

Please provide your most current Resume.

Please save your Resume as a .doc or .pdf file as: “yourlastname_yourfirstname_Resume” (ex. Smith_Jane_Resume)

Explanation of Work

In 250 words or less describe the work you have submitted for review. Please include your name at the top of the page.

Please save your Explanation of Work as a .doc or .pdf file as “yourlastname_yourfirstname_Explanation” (ex. Smith_Jane_Explanation)



How To Make A .zip File

What is a .zip file? If you need to combine many files into one convenient file, the easiest way to do this is to create a .zip file. A .zip file is basically a compressed folder that contains multiple files.

How do I make a .zip file?

1. Create a new folder on your desktop. To do this, you can either right click on your desktop and then click “New Folder” from the options provided, or you can go to File>>New Folder. Title it “yourlastname_yourfirstname” (ex. Smith_Jane)
2. Select all the files you wish to include in your .zip file and put them into the new folder you created on the desktop.
3. Right-Click on the folder.
4. On a PC: Hover over “Send To”, then click on “Compressed (zipped) Folder.”
On a MAC: Choose “Compress.” The text in quotes shows the name of the folder you are about to compress.

5. A zip folder should appear on your desktop with the selected contents contained inside. The zipped folder acts as a single file. It may take some time for your computer to compile the new file.