



The National Native Creative Development Program™
Letter of Inquiry Guidelines & Letter of Inquiry Cover Sheet
Longhouse Education and Cultural Center
The Evergreen State College
Olympia, Washington
Deadline: June 1, 2009

PURPOSE

The Longhouse Education and Cultural Center at The Evergreen State College, with funding support from the Ford Foundation, is pleased to announce the third year of the *National Native Creative Development Program*. The program is designed to address the professional development needs of individual artists, such as training in marketing, purchase of supplies and materials, harvest of resources, professional portfolio development, and apprenticeships.

ELIGIBILITY

We are seeking proposals from Native artists that are American citizens residing in the United States. Proposals for **all forms of visual, performance, performing arts and literary arts** will be accepted.

- ❖ **Native** is defined as: American Indian, Alaska Native or Native Hawaiian. Documentation of ancestry will be required (see details on **Letter of Inquiry Cover Sheet**).

APPLICATION PROCESS AND DEADLINES

- 1) First step in the application process is submittal of a Letter of Inquiry, which provides a brief description of your project. The Letter of Inquiry materials must be received by the Longhouse before **June 1, 2009**.
- 2) Those individuals invited to submit applications will be notified via e-mail and regular mail by **June 30, 2009**.
- 3) If invited to apply, the deadline for your application will be **September 1, 2009**.
- 4) Grant Award Notifications will be made by **November 1, 2009**.
- 5) If you receive a *National Native Creative Development Program* grant your project must be complete by **November 1, 2010**.
- 6) You will be asked to submit a brief report on the success of your project within six months of the completion of your project.

Send your Letter of Inquiry materials to:

Longhouse Education & Cultural Center
The Evergreen State College
2700 Evergreen Parkway NW
Olympia, WA 98505

Phone: (360)867-6413
Fax: (360) 867-6699
E-mail: longhouse@evergreen.edu

LETTER OF INQUIRY GUIDELINES

In addition to the **Letter of Inquiry Cover Sheet** (page 3), please submit a **Letter of Inquiry** that meets the following specifications:

- One typed page total
- Standard 1 ¼ inch margins
- 12 point font

The **Letter of Inquiry** needs to include the following information:

- ❖ Your proposed project
- ❖ The intended outcome of your project
- ❖ How the proposed project would advance your professional and personal development
- ❖ How your proposed project would contribute to the field of Native art

The deadline for receipt of your Letter of Inquiry and required attachments is **June 1, 2009**. Those individuals invited to submit applications will be notified via e-mail and regular mail by **June 30, 2009**.

PROJECT DETAILS

Art Forms

Proposals for **all forms of visual, performance, performing arts and literary arts** will be accepted.

Project Timeline

Projects can begin upon notification of the award in November 2009 and must be completed by November 1, 2010.

Number and Amount of Awards

The Longhouse's Native Arts Advisory Board will award up to twenty-eight artists with grants up to \$2,000. Applications can be for less than \$2,000 (for example, you want to take a class that totals \$1,700 with materials) but cannot exceed \$2,000 unless you can demonstrate other funding sources to reach the total budget amount.

LETTER OF INQUIRY COVER SHEET
Clearly print all information and submit with Letter of Inquiry

Applicant Information		
Name (First Last)	Primary Phone ()	
E-mail Address	Secondary Phone ()	
Mailing Street Address		
City	State	Zip
<p>Please mark all appropriate sections and attach the appropriate documentation.</p> <p><input type="checkbox"/> American Indian Tribe: _____</p> <p><input type="checkbox"/> American Indian descendant Tribe: _____</p> <p><input type="checkbox"/> Alaska Native Tribe Village/Corporation: _____</p> <p><input type="checkbox"/> Alaska Native descendant Tribe Village/Corporation: _____</p> <p><input type="checkbox"/> Native Hawaiian</p> <p><input type="checkbox"/> Native Hawaiian descendant</p>		
<p>Examples of acceptable forms of documentation of Native heritage include, but are not limited to: Certificate of Indian Blood (CIB), photocopy of both sides of a tribal enrollment card, copy of birth certificate (for Native Hawaiians only), letter from an Alaska Native village or Alaska Native corporation identifying the applicant as a member, letter from tribal enrollment office or other tribal government entity identifying the applicant as a descendant.</p> <p>By signing this form, I certify that I meet the eligibility requirements specified in the guidelines of this document and that, to the best of my knowledge; the statements in this form are true. I understand that The Longhouse Education and Cultural Center, after having considered the documentation of Native heritage attached to this form, will determine whether the artist involved in this project is eligible to apply.</p>		
Signature	Printed Name	Date

CHECKLIST OF MATERIALS

- Letter of Inquiry
- Letter of Inquiry Cover Sheet
- Appropriate documentation of Native heritage