

# WFF Housing Stability Grant for Artists 2025 Guidelines

#### Application Deadline: Tuesday, April 8, 2025 at 5:00 PM ET

NYFA accepts applications submitted online at *apply.nyfa.org/submit* 

The Woodman Family Foundation Housing Stability Grant for Artists (WFF HSG) provides grants of \$30,000, distributed over three years, to NYC-based visual artists in need who are seeking support for stable housing. In its inaugural cycle, the WFF HSG will award grants to five artists.

Questions? Check out the WFF HSG homepage for more information!

#### **TABLE OF CONTENTS**

PROGRAM OVERVIEW	2
GRANT TIMELINE	2
WHO CAN APPLY	2
Individual Eligibility	2
Artistic Eligibility	3
Emergency Eligibility	4
APPLICATION GUIDELINES	4
What to Submit	5
How Emergency Expenses Work	6
REVIEW PROCESS	6
A Note on Privacy	7
HOW TO APPLY	7
Info Sessions	8



#### **PROGRAM OVERVIEW**

The WFF Housing Stability Grant for Artists is offered in recognition of the increasing unaffordability of rental housing in New York City, and the housing insecurity it creates for artists. Its goal is to improve artists' housing stability, through a \$30,000 grant that is distributed over three years. The WFF HSG hopes that recipients will be able to remain in, or find, reliable and stable housing for at least three years, thereby allowing them to focus on their creative practice and build more sustainable careers. Recipients may use the funds for new housing which reduces their rent obligation, guarantees a stable rental obligation such as a lengthy lease in their existing or new housing, and/or provides greater access to live/work space.

Recipients will be provided with information and guidance for affordable housing in New York through a partnership with the Entertainment Community Fund.

**The 2025 application cycle is our pilot cycle.** We expect that questions and clarifications will arise and encourage you to visit our FAQs page where we'll update information regularly. NYFA reserves the right to make changes to the program as needed, provided they do not affect the published eligibility guidelines.

#### **GRANT TIMELINE**

Application Opens: Tuesday, February 11, 2025 at 10:00 AM ET Application Closes: Tuesday, April 8, 2025 at 5:00 PM ET\* Applicants Notified: Summer 2025

\*Please note that the application form on Submittable will automatically close & stop accepting applications at this time.

# WHO CAN APPLY

There are three eligibility criteria in this program: Individual, Artistic, and Emergency. You need to meet all three areas, as of the cycle's deadline, to apply.



# Individual Eligibility

#### Applicants must:

- Be 21 years or older on April 8, 2025
- Reside in one of the five boroughs of **New York City**: Bronx, Brooklyn, Manhattan, Queens or Staten Island
  - If you receive a grant, you must maintain residency in NYC during the grant's three-year period.
- Have maintained New York City residency for at least the last **five consecutive years**. A short (12 months or less) absence in 2020/2021 due to COVID-19 may have occurred.
- Be an artist in need:
  - Have an adjusted gross income of \$75,000 or lower for an individual, or \$150,000 for joint filers, averaged over the last two federal tax returns (include wages, 1099 income, Social Security income, sales/royalties from artwork or properties, rental income, interest income or spousal support).
  - Have household assets no greater than \$108,710 (\$155,300 for joint filers) as of the application deadline. Household assets include savings accounts, checking accounts, trusts, cash savings, investment assets (stocks/bonds etc.) and the entire market value of any interest in real property (residential, commercial, land, shares in a co-op, etc.).
- Not currently own or have equity in a primary or secondary residence
- Not currently be receiving rental assistance through a program including, but not limited to, Section 8 Housing Choice Voucher (HCV), Section 8 project-Based Voucher (PBV), Family Eviction Prevention Supplement (FEPS or CityFHEPS), Veterans Affairs Supportive Housing (VASH), or a tenant in Public Housing or Section 202 (Supportive Housing for the Elderly).
- Not be enrolled in a degree-seeking program of any kind
- Demonstrate recent and ongoing activity as a visual artist (defined below).

# **Artistic Eligibility**

Applications are open to artists in need who are creating original, independent work in the visual arts and are seeking support for stable housing. Only generative artists—the creator of the original work—may apply.

#### **Applicants must:**

- Be practicing visual artists within the one or more of the following discipline categories:
  - Painting



- Photography
- Printmaking/Drawing/Book Arts
- Sculpture
- Be able to demonstrate a proven track record of their commitment to their contemporary art practice for at least the last seven years. This can be demonstrated through any of the following:
  - Public showings of their work including exhibitions, presentations, installations, or workshops
  - Public/community projects such as public art, murals, or community-based projects with public components
  - Participation in artist residency, fellowship, or grant programs
  - Documentation of art sales
    - Work for hire or mass produced work is not eligible
  - Reduced activity during the pandemic (2020-21) is acceptable.

**Please note:** Work that is created for online distribution and consumption is eligible IF it is a creative work, and was actively marketed to the public for showing at a specific date and time. If online presentations or sales of your work are your sole platform, such as online galleries, Instagram or YouTube, or your work is only available on-demand, we cannot consider your application eligible.

Work samples are not considered and are not requested.

# **Emergency Eligibility**

Applicants must be experiencing housing instability through one or more of the following circumstances:

- Not having a lease or written agreement with the owner/landlord of your housing, or a sublease with tenant of record
- Currently in a month-to-month or other uncertain housing situation
- Currently be paying more than 40% of your income in rent (including utilities)
- Have received notice of a rent increase within the next six months that will increase your rent to 40% or more of your income
- Needing to leave your current housing because of an unexpected partnership dissolution, for your physical or emotional safety, or because of an unhealthy condition such as mold, lack of utilities or hazardous conditions



Currently unhoused artists are not eligible. This is a pilot program that provides rent subsidies to artists who are currently renting in NYC.

While we are not able to provide direct financial support to unhoused artists at this time, we recommend that artists who are currently, or may imminently become, unhoused, to explore our list of <u>Housing Resources</u> and/or visit <u>Entertainment Community Fund's Information and Resources portal</u>. To access the portal, you can register with a free account.

#### **APPLICATION GUIDELINES**

Applications must be in English (though they may be translated by someone other than the applicant) and can be completed by a proxy if needed.

#### What to Submit

To complete an application, you will need to:

- Complete the Housing Status Checklist
- Describe your current housing circumstances (75 words max)
- Describe what needs to change and what the grant funds would be used for (75 words max)
- Demonstrate the need for the grant funding by providing the following short answers (150 words max each)
  - The urgency of the housing need: the instability of your current housing situation, and why this grant is critical at this time.
  - The economic severity of the housing need: the proportion of income currently spent on housing and/or what is changing in their housing expenses.
  - The impact on their creative practice which increased housing stability would have.
- List your projected annual total rent expense for 2025
- List your projected total income for 2025
- List your annual adjusted gross income (averaged over the last two years)
  - Your annual adjusted gross income is listed on line 11 of your 1040
  - This amount must include wages (W2 income), income from interest/dividends/IRA and pension distributions/Social Security benefits,



capital gains, and net income from sales/receipts/1099 income and should reflect the figures from your submitted tax returns.

- Submit copies of your two most recent federal tax filings (please provide your complete 1040 and all attached schedules, and redact your Social Security number(s)).
- List your approximate total household assets
  - If you receive a grant, you will need to provide a statement of your actual total household assets and certify that the list is true and correct in order to receive funds.
  - Household assets include savings accounts, checking accounts, trusts, cash savings, investment assets (stocks/bonds etc.) and the entire market value of any interest in real property (residential, commercial, land, shares in a co-op, etc.).
  - Balances in specifically-designated retirement funds and college savings accounts are not subject to the asset limit; if income is realized, these will be reflected on the 1040 and are subject to the limit.
  - For other capital investments, only the applicant's equity in the investment is subject to the asset limit.
- Complete the Access to Resources Checklist
- Submit a Resume/Bio/CV
  - The Resume/Bio/CV must show recent and sustained artistic practice over the course of at least the last seven years, since 2017, in painting, photography, printmaking/drawing/book arts, and/or sculpture.
  - List specific events/opportunities for the public to experience your work over this time (at least once annually), including the year, location (city or town and venue), and title. Reduced activity during the pandemic (2020-21) is acceptable. Work samples are not considered and are not requested.
- Certify everything in the application is true

# **How Emergency Expenses Work**

Grants are paid in three annual installments. Funds may only be used for security deposits, rent and/or utilities incurred within the eligible grant periods:

- Year 1 (\$12,000): May 1, 2025 July 31, 2026
- Year 2 (\$10,000): August 1, 2026 July 31, 2027
- Year 3 (\$8,000): August 1, 2027 July 31, 2028



Applicants may request funds for existing housing whose cost has recently increased, or for which you've received notice of an increase, or to move to new housing (whether or not that housing has been identified at the time you apply).

The expenses for which you are requesting funds must be for rental housing located within the five boroughs of New York City.

Recipients will need to provide documentation of the use of funds (copy of new lease; copy of receipt for security deposit; etc.) and additional financial information to establish that their existing financial assets reflect the application information.

Recipients will need to maintain eligibility status throughout the three-year grant term in order to continue to receive funds each year.

Funds may not be used to simply cover or supplant existing rental costs.

#### Ineligible expenses include:

- Mortgage payments or the purchase of a home
- HOA fees
- Expenses incurred outside of the eligible grant periods listed above

# **REVIEW PROCESS**

As an emergency grant, decisions are made based on demonstrated need, not artistic merit. Due to the expected large number of qualified applications and the limited amount of funds (five \$30,000 3-year grants for Cycle 1), NYFA uses a two-step review process:

1. Applications are reviewed by NYFA Grants Staff for eligibility and completeness. Eligible applications are then assessed by an outside panel based on the demonstrated need of each applicant:

- The urgency of the housing need
- The economic severity of the housing need
- The potential impact on their creative practice

2. Following the panel review, the top scoring applications are placed into a lottery for the final selection.



Please note, this is a very competitive program, and an application is not a guarantee of support. The 2025 application cycle is our pilot cycle. We expect that questions and clarifications will arise and encourage you to visit our FAQs page where we'll update information regularly. NYFA also reserves the right to make changes to the program as needed, provided they do not affect the published eligibility guidelines.

# A Note on Privacy

We take the privacy of applicants and recipients seriously. The names of recipients of emergency grants are not published on our website or in our 990 or other financial documents. All reviewers sign confidentiality agreements, and the application and financial information is kept confidential and only seen by staff.

# HOW TO APPLY

We only accept applications via <u>Submittable</u>. First-time users will need to register with Submittable to access the application portal.

#### Applications for the 2025 program cycle will open on Tuesday, February 11, 2025 at 10 AM ET.

Applications submitted after the deadline will not be accepted and no exceptions will be made. We strongly recommend that applicants complete their applications in advance of the deadline to allow time for work samples to upload and to avoid potential technical problems.

Applicants will receive an automatic response from Submittable once their application has been successfully received.

If you require an accommodation due to a disability, please contact <u>emergencyfunds@nyfa.org</u> or 212-366-6900 ext. 239 at least two weeks prior to the deadline.

# **Info Sessions**

Links to recorded information sessions and live info session registrations can be found on the <u>WFF HSG homepage</u>.



### CONTACT

For questions, please reach out to <u>emergencyfunds@nyfa.org</u>.

This program is made possible through the support of the <u>Woodman Family Foundation</u> (WFF). The Woodman Family Foundation is dedicated to stewarding the work and legacies of Betty Woodman (1930-2018), George Woodman (1932-2017), and their daughter, Francesca Woodman (1958-1981). All visual artists, they lived and worked in New York City in a more affordable time. Each intimately understood that secure housing within the city's active arts community is vital to supporting the lives and work of artists. The WFF HSG will serve established visual artists living in, and planning to remain living in, New York City.