

cornerstone STUDIOS

178 Bennett Avenue, Floor 3, NYC 10040

www.cornerstonestudios.nyc

info@cornerstonestudios.nyc

CALL FOR APPLICATIONS:

DEADLINE: 10/31/2023

INFORMATION:

MEMBERSHIP

Membership at Cornerstone Studios ("CS") is available to artists through an application and selection process, detailed below. Members occupy shared or private studios.

LOCATION

Cornerstone Studios are located at Our Saviour's Atonement Lutheran Church ("OSA"), 178 Bennett Ave, 2nd & 3rd Floors, New York, NY 10040. Cornerstone Studios Limited is a registered New York State 501(c)(3) not-for-profit. Please contact Executive Director Jeff Hoppa at info@cornerstonestudios.nyc for more information.

DESCRIPTION & COST

Access to studios is 24 hours a day, 7 days a week. All studios have windows. CS has two restrooms, a shared kitchen, and common (hallway/gallery) areas. CS member artists have access to the CS Studios Wi-Fi network. Normal use of heat, air-conditioning, electricity and the common areas is included in the monthly membership dues. CS carries an insurance policy; this policy primarily protects our host institution, OSA, and does not cover members' studio contents, for which members may secure their own insurance, if desired. Studio contents insurance is the sole responsibility of CS member artists/sublessors. Studios range in size from 49 to 385 square feet. Membership fees vary according to the size and shape of the studio assigned to the artist and whether the artist is occupying the studio alone or sharing. As of January 1, 2023, membership fees range from \$310 to \$1,047 per month. A one-month security deposit is required. Membership fees include a small surcharge, which is added to the CS Reserve Fund. As these funds accumulate over time, the CS Reserve Fund is used to pay for open studios events, make repairs to the facility, promote CS through social media, maintain a web site, etc., as well as for future expenses as agreed upon by the Board of CS, in consultation with member artists. CS has no passenger or freight elevators and is not ADA accessible.

ELIGIBILITY

The program is designed for Washington Heights and Inwood-area artists with a developed studio practice and career; artists from other geographic areas are welcome to apply but

REVISED: 09/25/2023

preference is given to artists residing in Northern Manhattan. Visual artists working in all forms of media are eligible to apply. Applications are judged first and foremost on the quality of work as presented. Applicants cannot be currently enrolled 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. Artists make a one-year commitment (which may be extended by mutual agreement between CS and the Member Artist), participate in at least two annual open studios events, assist with normal cleaning/trash removal, and make a one-month security deposit, which is fully refundable upon termination of membership, provided the studio space is returned in good condition and the member artist has met his/her obligation to remain a member in good standing for at least one year. CS 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.

NOTE

The Pastor of OSA and his family live on the floor below CS; artists are asked to be aware of this and limit excessive noise after 8pm.

IMPORTANT DATES

- **10/31/2023** – Membership Applications/Materials Due via Email by Midnight
- **11/19/2023** – Decisions Announced/Notifications Sent
- **11/25/2023** – Dues/Security Deposits Collected/Paperwork Completed
- **12/01/2023** – New Member Artist Free to Move-In

DEADLINES & NOTIFICATIONS

All applications must be submitted by email by or **before midnight on October 31, 2023**. All applicants will be notified by email by midnight on **November 19, 2023**, of the outcome of their application. There is no application fee.

APPLICATION PROCESS

CS Director Jeff Hoppa will process applications in consultation with the CS Board and at least two current Member Artists. The OSA council will be kept fully apprised at all times of candidates' status and of changes in the membership roster.

STUDIOS & STUDIO TOURS

Description/Pricing of Available Studio:

- Half of Studio G (shared with Member Christine Kuper) – 3rd Floor \$449.99/month

Studio tours are not required to apply but are strongly encouraged. Please email info@cornerstonestudios.nyc to arrange a tour.

MATERIALS

Applicants for membership are asked to submit the following application materials:

- **Completed Application** (attached)
- **Recent Work Samples:** 5 images or 3 minutes of video (no originals)
- **Image List:** To match Work Samples, detailing media, size, date, etc.
- **Current Resume** (CV)
- **Artist's Statement:** A brief explanation of your work, one page or less
- **ID:** Copy of Driver's License or IDNYC card.
- **Proof of COVID-19 Vaccination** (photocopy of card or NYS Wallet digital card)
- **Completed Background Check Waiver** (attached)
- **Credit Check:** Copy of free credit report (with social security number blacked out), available at: <https://www.annualcreditreport.com/index.action>
- **Two (2) References with Email and Phone Numbers:** One reference to demonstrate financial responsibility (e.g. a landlord, employer) and one to demonstrate commitment to a professional art career.
- **Additional Information about Studio Needs/Preferences:** CS will make every effort to accommodate individual preferences to ensure that your studio is the best space for your specific practice. If, for example, if you are sharing a space, and work most often during the day, CS will try to match you with an artist who works mostly at night. If you are sensitive to certain materials, please let us know so we can try to accommodate.

ACCEPTED APPLICANTS

Accepted applicants should complete required paperwork, to be sent with notice of acceptance, and provide first month's dues/one-month security deposit by **November 25, 2023**. It is expected that keys will be distributed, and new Member Artists may move in on **December 1, 2023**. **Applicants will be notified promptly of any changes to this schedule and fees will be adjusted as necessary.**

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| APPLICANT LEGAL NAME: | |
| ADDRESS: | |
| PHONE: | |
| EMAIL: | |
| WEBSITE: | |
| MEDIA USED: | |
| REFERENCE #1 (PERSONAL) | NAME: PHONE: EMAIL: RELATIONSHIP: |
| REFERENCE #2 (PROFESSIONAL) | NAME: PHONE: EMAIL: RELATIONSHIP: |

| | |
|--|---|
| WILLING TO SHARE? | YES <input checked="" type="checkbox"/> / NO <input type="checkbox"/> |
| NEED PRIVATE SPACE? | YES <input type="checkbox"/> / NO <input checked="" type="checkbox"/> |
| WORK MOSTLY (CHECK ALL THAT APPLY)? | DAYS <input type="checkbox"/> / NIGHTS <input type="checkbox"/> / WEEKENDS <input type="checkbox"/> |
| AGREE TO MAKE 1-YEAR COMMITMENT? | YES <input type="checkbox"/> / NO <input type="checkbox"/> |
| AGREE TO PARTICIPATE IN TWO OPEN STUDIOS EVENTS ANNUALLY? | YES <input type="checkbox"/> / NO <input type="checkbox"/> |
| SPECIAL NEEDS/PREFERENCES/REQUESTS: | |
| | |

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CHECKLIST (PLEASE ATTACH ALL LISTED):

1. THIS APPLICATION
2. 5 IMAGES (JPEG)
3. IMAGE LIST
4. ARTIST'S STATEMENT
5. TWO (2) REFERENCES
6. COPY OF ID
7. BACKGROUND WAIVER (NEXT PAGE)
8. COPY OF CREDIT REPORT
9. PROOF OF COVID-19 VACCINATION

| |
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Note: PLEASE ATTACH ADDITIONAL SHEETS IF NECESSARY.

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BACKGROUND CHECK AUTHORIZATION

For insurance purposes, I, _____, give permission for Cornerstone Studios Limited to conduct a limited background check through www.AGoodEmployee.com (or comparable service). I understand that I will receive a copy of this report and that all results will be kept strictly confidential by Cornerstone Studios Limited.

Signature

Date: _____

Date of Birth: _____

Driver's License Number: _____

State of Issuance: _____

Social Security # _____

Address: _____

Phone #: _____