

2018 SU-CASA Application FAQ's

SENIOR CENTER SPECIFICS

Q: What kind of centers are the SU-CASA Sites?

A: The SU-CASA sites are day centers that have been selected by the Department for the Aging and Department for Cultural Affairs. Seniors come to the centers for activities and lunch and then return home at the end of the day. More often than not, SU-CASA sites are only open Monday through Friday, and are not open on the weekends. None of the SU-CASA senior centers are residential centers.

Q: Can I call up to visit a senior center in advance of applying? If not, how do I know what resources they have/what their population is like?

A: We ask that you do not visit or contact the senior center in advance of applying. Please refer to the Senior Center list for information about their population and resources. If you still have a question after reviewing this list, you can email palexander@brooklynartscouncil.org and Wéma Harris wharris@brooklynartscouncil.org, who will forward the question to the Department of Cultural Affairs.

Q: Who typically participates in these programs? How are they recruited?

A: Participants in the program are seniors who come to the center daily for other enrichment programs and meals. After being assigned a specific site, SU-CASA artists should collaborate with the senior center administration to develop up with a recruitment plan. Participating seniors generally are expected to sign on to the program for the whole period of the program. For the application, recruitment events/ meetings can be calculated into your contact hours.

Q: Is there an average number of participants?

A: It varies, but 8-12 participants is standard.

Q: How many programs are there per center?

A: There is one SU-CASA program per center, though most sites have more than one educational or exercise scheduled on a daily or weekly basis.

MULTIPLE SITES

Q: How many centers can I apply too? Should I apply to more than one?

A: You may apply for up to five SU-CASA centers listed on the application. The more centers you apply to, the better your chances are of getting accepted to work at one. You may apply for only one center, if you are only interested in a placement at that one specific center.

Q: If I apply for multiple sites, is it for the same proposal?

A: Yes.

Q: May I apply to the SU-CASA Program in more than one borough?

A: Per our agreement with the Department of Cultural Affairs, you may only apply to one borough SU-CASA Program. In order to apply through BAC, you must live or work in Brooklyn. In the application, you will be required to provide proof of residence or workspace.

Q: Can an artist be assign to more than one site?

A: SU-CASA artists may be assigned to up-to two centers, but no more than two. If an artist is assigned to multiple centers, they will receive separate stipends for each center. The artist will be required to have 40 contact hours per site. On your application, you can indicate if you're interested in working at more than one site or not.

Q: Can I apply as a group or a collective?

A: In order to apply for a SU-CASA grant from the borough arts councils, you may only apply as an individual artist. You can pay other artists to assist in your program from your materials budget.

PROJECT DESIGN

Q: What qualifies as “engagement”?

A: Your project design should consistently provide seniors with participatory arts-based activities, in which they are active, not passive, participants. The participants can be involved in creating material and contributing to the design and execution of the final project.

Q: What qualifies as a public event? Can it be a series of small events or does it have to be one large one?

A: For many SU-CASA programs, the public event is a culminating performance or exhibition at the end of the artist’s residency. If it makes sense for your program, public events can be scheduled over several weeks or months. You can be creative with it. Monthly public salon sessions wouldn’t be considered a culminating event, but they would satisfy the “public event” requirement for SU-CASA.

Q: Within my residency, can there be multiple art projects?

A: Yes. Please describe these clearly in your proposal, and how the smaller projects are related in any way.

Q: Can you change your proposal after you’ve been selected?

A: As with all artist residencies, we expect there to be minor adjustments, once the SU-CASA artist and the senior center administration beginning planning and scheduling the program. The panel awards SU-CASA residencies based on the project design, so there should be no major changes.

CONTACT HOURS/CULMINATING EVENTS

Q: How many sessions will there be per week?

A: We recommend once a week, as it is easiest for senior centers to accommodate. If you want to meet more than once, you would need to consult with the center's administrator to determine if they can accommodate that schedule.

Q: How many cycles of SU-CASA are there?

A: There is only one cycle of SU-CASA per year. The programs start in January and go through June.

Q: How long are SU-CASA sessions at the centers?

A: Session length will vary based on what the site's schedule can accommodate. Usually, each session is about 90 minutes. Once you are paired with your center, you and the center director can agree on dates and times for each session. As a grantee, you are required to complete a total of 40 contact hours.

WORK SAMPLES

Q: Is it more important to provide examples of my artistic work or my work made with seniors?

A: Generally, the panel prefers if you can provide examples of both your artistic practice and the work resulting from previous engagement with seniors. If you can't provide both, please provide examples of past work with seniors.

Q: What kind of examples/work samples should I provide if I haven't previously worked with seniors in this type of program?

A: You can provide examples that demonstrate your teaching skills and abilities to successfully plan and complete a long-term residency.

Q: Do I need a webpage for my resume?

A: It is greatly preferred that you provide a link to your resume on a webpage. A popular and free platform for creating a webpage is [Wordpress.com](https://www.wordpress.com). If you are still unable to provide a webpage for your resume, you can upload your resume as a document in Submittable. See the section "Additional Work Samples" on the Submittable form to upload the file.

Q: Can I provide a commercial site as a work sample?

A: Yes, if it is relevant to the work you propose in your project design.

Q: Can I complete the application off line?

We recommend you work in a downloaded application and once you have completed your edits, copy and paste your answers into [Submittable](#).

MISCELLANEOUS

Q: What does the stipend include?

A: The stipend includes \$4,500 for the SU-CASA artist and an additional \$1,000 for materials/supplies budget.

Q: Are the Senior Centers involved in the panel process?

A: The review panels will not include anyone from the SU-CASA sites. The panel will consist of BAC staff and representatives from the Department of Cultural Affairs and the Department for the Aging. The SU-CASA sites do provide program preferences, so the panel will take this into consideration when pairing artists with sites.

Q: If I have worked with a specific center before, should I say so in the application?

A: Absolutely! It's important to know what experiences you have working with seniors.

Q: If I don't have experience teaching seniors, should I still apply?

A: No one is barred from applying, and you should be able to easily articulate how your prior experience with other adults or students is applicable to working with seniors. SU-CASA has been very competitive in the previous years, so you may want to find ways to expand your experience working with seniors, if this is an area you're especially interested in anyway.

Q: What do I do if I have additional questions?

A: Please review all the guidelines in detail. If you have additional questions send an email to Phil Alexander, palexander@brooklynartscouncil.org, and Wéma Harris wharris@brooklynartscouncil.org with SU-CASA in the subject line. Please make your question as specific as possible and include your phone number. One of us will return an answer. Note: phone and email assistance will not be available after 5pm on November 17th, so we encourage you to apply early.