



## **Dance/NYC Junior Committee Application**

### Frequently Asked Questions (FAQ)

*As of November 9<sup>th</sup>, 2020*

Full Call for Proposals: [Dance.NYC/programs/jcomm/apply](https://dance.nyc/programs/jcomm/apply)

If your question is not answered in the call for proposals or listed below, send your questions to [juniorcommittee@dance.nyc](mailto:juniorcommittee@dance.nyc). You can expect a response within three (3) business days. As appropriate,

Dance/NYC's responses to questions received will be added to this FAQ page.

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#### **GENERAL**

##### **Q: If I have a question, who can I contact?**

A: Please send all questions to [juniorcommittee@dance.nyc](mailto:juniorcommittee@dance.nyc)

##### **Q: When should I expect a response?**

A: You can expect a response to email queries within three (3) business days. Questions will be answered in the order in which they are received. Please only send questions to this account:  
[juniorcommittee@dance.nyc](mailto:juniorcommittee@dance.nyc)

##### **Q: Can Dance/NYC Junior Committee members review a draft of my application?**

A: Due to capacity, Dance/NYC Junior Committee cannot review application drafts. Please send specific questions to [juniorcommittee@dance.nyc](mailto:juniorcommittee@dance.nyc)

##### **Q: Does Dance/NYC Junior Committee have any advice on submitting an application?**

A: Dance/NYC encourages interested applicants to save their responses to narrative questions in an external document (e.g. Google Doc, Word document) so that you can easily populate the

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Submittable form and so that you do not lose your work should Submittable experience an error.

Within Submittable, save draft content often by scrolling to the bottom of the application form and clicking “Save Draft.”

## **Q: Is my personal information secure?**

A: Yes, your personal information is secure. Dance/NYC is using Submittable, an online application portal. You can learn more about Submittable's security procedures by visiting [www.submittable.com/security](http://www.submittable.com/security), which details their compliance with a wide range of privacy statutes. To learn more about Dance/NYC’s Data Access and Protection Policy as used for the Coronavirus Relief Fund, visit:

[Dance.NYC/uploads/Data\\_Access\\_and\\_Processing\\_Protocol\\_Dance\\_NYC.pdf](#).

## **Q: My application is not submitting, and I am not getting an error message. What should I do?**

A: Check that all required fields are complete in your application. If all required fields have been completed, please contact Submittable at [support@submittable.com](mailto:support@submittable.com) directly.

## **Q: My application says “In Progress.” Did it get submitted? Is it still being considered for support?**

A: If you completed the submission process, your application has been received. The status of your submission in Submittable may change during the review process. This is not an indication of your eligibility or status as a committee member.

## **Q: What is the locality of people who are eligible to apply?**

A: People with primary residence or work in the metropolitan New York City area, including the

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five boroughs of New York City, as well as Nassau, Suffolk, and Westchester counties in New York State, and Bergen and Hudson counties in New Jersey, are eligible to apply.

**Q: I live in the metropolitan New York City area, but have temporarily relocated due to COVID-19. Am I eligible to apply for Dance/NYC Junior Committee?**

A: If you would characterize your work and dance community as based in New York City, you are

eligible to apply.

**Q: I'm worried about joining the Junior Committee during the COVID-19 pandemic. Will I need to attend any Dance/NYC or Junior Committee events in-person?**

A: As noted in the call for proposals, the 2021 Junior Committee term is taking place entirely online. You are not required to attend in-person events or partake in any behavior not recommended by the CDC or other state/local guidance to be a Junior Committee member.

**Q: I want to apply for the Junior Committee, but I don't have a computer. Can I still be a member?**

A: We know that an all-virtual term, while more accessible for many folks, is less accessible for others. Our virtual meetings can be joined via computer as well as by phone (smartphone not required).