



The Urbach 2025 Application Checklist

Before you start your application online through Formsite, we recommend gathering all the following information. On the SAM website you will also find a budget template, a portfolio template, and program guidelines.

We recommend creating an account with Formsite before you start uploading your information. This will allow you to save and go back to your application.

APPLICANT DETAILS

The application will ask for general information including:

- Date of birth
- Home address
- If you hold Australian citizenship or are a permanent resident of Australia
- To confirm that you are a resident of the state of Victoria.

CREATIVE PRACTICE INFO

Applicants will need to provide the following:

Note: Only the CV and portfolio will be uploaded as part of the application process. All other answers are to be entered directly into the application form on Formsite.

- An artist CV; no more than 2 pages (uploaded - .pdf please)
- A short artist biography (300 words max.)
- List the Victorian institution/s attended, and the year the qualification/s were received (300 words max.)
- A portfolio of 10 artworks that are representative of the applicant's current practice in the genre of Australian landscape painting (.pdf format only, optional template available for download)
 - Artworks included in the portfolio must be the applicant's original artwork and representative of the applicant's current studio practice. In general, artworks included should be less than 5 years old, but consideration will be given for materials and individual practices.
 - Include the artwork's title, medium, year, and dimensions.
 - If artworks have been previously exhibited, please note where and when.

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- Artworks in the portfolio should primarily be that of the medium the applicant intends to work with in the SAM Art Studio while undertaking the scholarship.
- An artist statement about the submitted works explaining how they relate to the field of Australian landscape painting (300 words max.)
- Links to website or blogs (provide access passwords where relevant)

ARTIST'S ANTICIPATED OUTCOMES

Responses to the following prompts about anticipated program outcomes:

- How you intend to respond to the genre of landscape within the context of the prize and residency (300 words max.)
- Describe the impact The Urbach will have on your practice (300 words max.)
- What professional development would support your practice? E.g. conversations with other professional artists, visits from curators, access to artworks in SAM's collection (300 words max)
- Would you be interested in presenting a hands-on workshop for other local creatives in the area? (Y/N)

BUDGET

You will need to supply a budget outlining how you plan to spend the \$5,000 scholarship stipend. Please use the template provided on our website: [Downloadable - Scholarship stipend budget template](#)

THE URBACH GUIDELINES

Please read the prize and scholarship guidelines. You will be asked to confirm that you have read the guidelines.

SURVEY

In this section you'll be asked how you heard about The Urbach and how you found the experience of using the form to apply.

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SHORTLISTED APPLICANTS ONLY

SHORTLISTED APPLICANTS

Shortlisted applicants will present their application to a judging panel, chaired by the SAM's Artistic Director.

Prior to the judging panel convening, candidates will have the opportunity to attend an info session/workshop with the SAM Curator – Community, who will help them with developing their application for presentation to the panel, including preparing PowerPoint presentation.

Shortlisted applicants will also need to provide the following for the judging panel to review in the week beginning 24 March 2025:

- Valid Public Liability Insurance Certificate of Currency
- Valid Federal Police Check
- Valid Victorian Working with Children Check
- Professional Reference/Letter of Support
- Valid Driver's Licence*

Applicants may choose to work on securing these prior to being shortlisted as the turnaround of shortlisting notification and panel presentation is approximately 10 business days.

**Applicants are expected to have access to a vehicle during the program to manage their own transportation to and from the space.*