

- Application Submission Guidelines - Getty Images Grants for Editorial Photography: 2010

To ensure qualification of your application, please adhere to all of the following guidelines. All applications will be reviewed by Getty Images to ensure that they meet application requirements and adhere to submission guidelines. **Applications that do not adhere to all submission guidelines will not be submitted to judges for consideration.**

Eligibility:

There is no fee to apply for the Getty Images Grants for Editorial Photography.

Applicants may submit only one application per round of grant selection. Grants are awarded twice each year. Applications will not be carried forward from one round to the next. However, a photographer may re-submit a project that was not awarded a grant in one round for consideration in a subsequent round. Each application must contain only one project proposal, and all applications must be submitted in English.

- **Professional applicants** must be presently engaged as a professional photojournalist. A professional photojournalist, for the purposes of the Getty Images Grants for Editorial Photography, is one who derives the majority of his or her income from documenting issues and events through still photography. Applicants must apply as individuals – collaboration and business entities are not permitted. Employees of Getty Images may not apply. Contributors to Getty Images who are not employees are eligible.
- **Student applicants** must be currently enrolled, or have graduated within the last year, in photojournalism coursework in an accredited college or university and be under the age of 30. Employees of Getty Images are not eligible.

Submission delivery:

Applications to Getty Images Grant for Editorial Photography must be submitted to the ftp site that is listed on the application.

Please make sure that all firewalls are turned off. You will not need to enter a Portal number.

Please upload a folder into the ftp titled with your first and last name (your name will be hidden later for the judging). This folder should first be created on your desktop with all application materials and then uploaded as a whole into the ftp. We recommend using an ftp program such as Fetch or Filezilla.

Getty Images will make every effort to assure that no applicant's files will be visible to any other applicant at any time. Your folder will disappear after the upload, if you wish to confirm the upload please email grants@gettyimages.com. We will respond as quickly as possible.

In the folder please have the following:

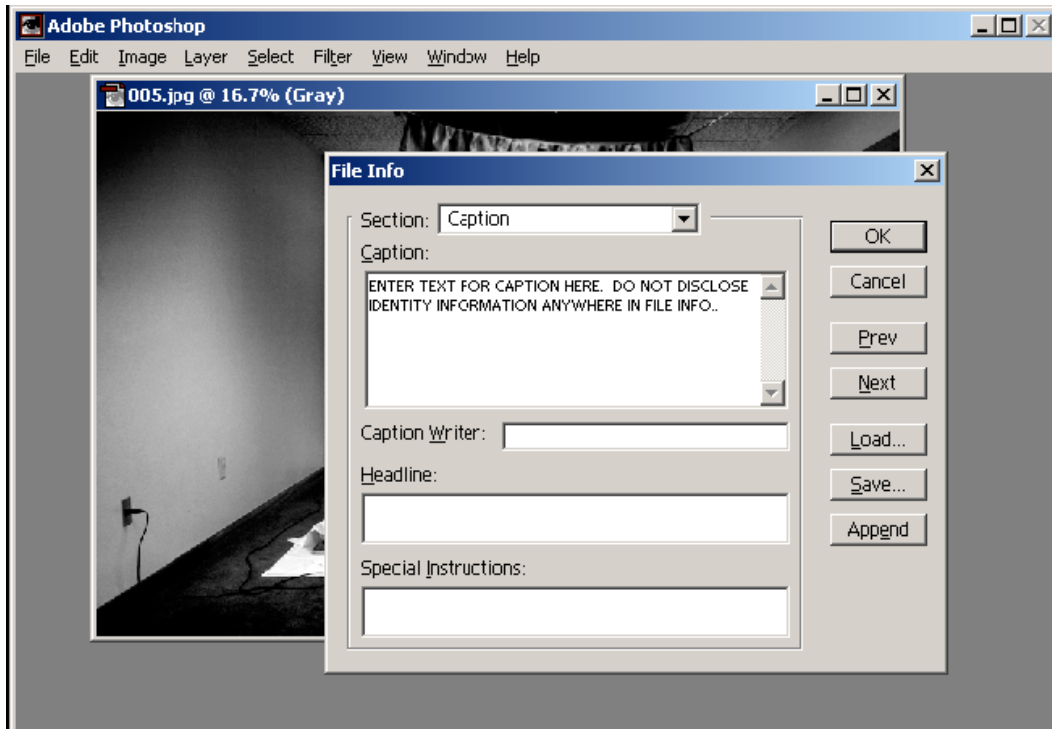
a. **Completed digital version of the [application form](#)** available at www.gettyimages.com/editorial-grants

b. **Project proposal** – In 1 page or less (using at least 11 pt font), approximately 500 words, explain the scope, significance and journalistic merit of the project. Please use text only. Use no bullets, numbers, tables or special characters. Please provide a title for the project proposal at the top of the document. The proposal must be a PDF file. All proposals must be submitted in English. Photographer's name should not appear anywhere in the proposal.

The document file name should be 001.

c. **Portfolio of digital images** (JPEG file format) – Portfolios must consist of **20-25 images**. **Images can be** photo essays, single images or a combination thereof, and may or may not be related to the proposal. Please send images in accordance with the following specifications: image files sized to longest dimension at 3000 pixels, 300 dpi, saved as JPEGs with standard compression no lower than 8 on the JPEG scale.

For each image, **caption information must be included in the “File Info” description section of the image file**. Captions must be written in English. For the purpose of unbiased judging, it is essential that the photographer's name and contact information appear nowhere in the image metadata or file names.

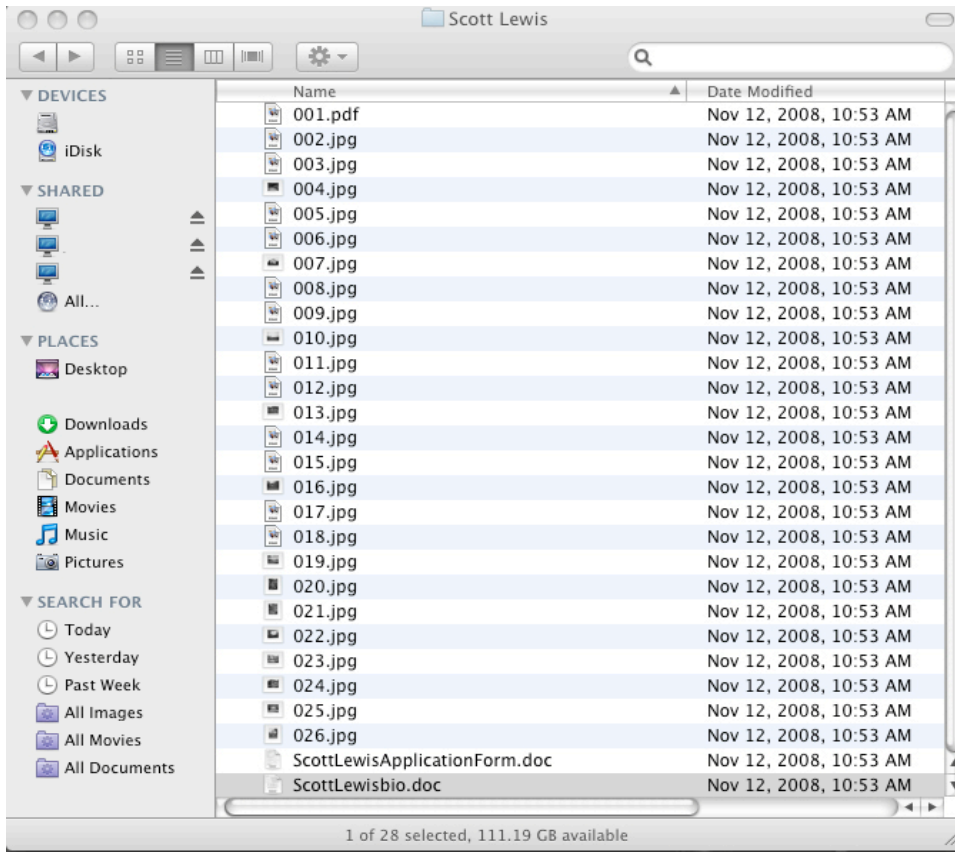


Important Note:

To ensure fair and unbiased selection, all proposals reviewed by the independent panel of judges remain anonymous until the judging is complete. Submissions that contain a photographer's name and/or contact information within the file name, caption field or metadata or on the proposal will be deemed ineligible.

All images must be in **one** folder along with the other application documents – do not use subfolders to divide stories or themes. Portfolio image files must be named according to the following protocol: Each image **file name must only be a consecutive three digit number starting with 002 (002.jpg, 003.jpg, 004.jpg ... 025.jpg)** – please do not include any caption information in image file names. Image files should be numbered and named in the order in which the photographer would like the images to be viewed.

Example of all application materials as they should appear in the folder:



Please do not send prints, books, slides or transparencies; we will not judge images in formats other than digital. Any such materials will not be reviewed by judges nor returned to applicant.

d. CV or professional biography. (not required for Student applicants) This one-page document should appear in the folder as a Microsoft Word or text document. The document file name should be the applicant's name followed by the word "bio" with the appropriate file format suffix. (Example: davidjonesbio.doc.)

Important Note: The cash grants are considered compensation and may be subject to withholding tax. Grant recipients should be prepared to provide a US Taxpayer Identification Number shortly after their grant is awarded in order that the grant can be presented to them in a timely manner. Getty Images will provide grant recipients outside the US with detailed information and assistance in securing this number if they do not already have such identification. Grant recipients living in the US will be supplied with appropriate reporting information in the form of a 1099. Grant recipients living in other countries will receive 1042 income reporting forms.

Deadlines: Grant Applications must be uploaded before midnight (GMT) on May 1st.

Contact and Communication: Grant judges and/or Getty Images employees may contact grant applicants for further communication relating to the grant application.

Intellectual Property: All materials and ideas contained within the application will not be used by Getty Images or grant judges for any purpose other than the grant review and selection process and for publicity (as outlined below).

Selection Criteria: Grants will be awarded by independent judges, each selected by Getty Images for his or her talent and industry experience. Selection will be based on judges' determination of applicant's ability to execute the submitted project with compelling visual narrative in documentary feature format, taking into account the caliber of portfolio, project merit and professional ability.

Selection Notification: Winners of the grants announced in February will be notified after the judging, which takes place the previous January. Winners of the grants announced in September will be notified after the judging takes place in July. A list of grant recipients will be published at www.gettyimages.com/editorial-grants.

Publication of Final Project: Each grant recipient will have nine months, with a start date to be mutually agreed upon by the recipient and Getty Images, to complete their project.

Publicity: Each grant recipient allows Getty Images the right to use his or her name, likeness and biographical information, as well as the right to select and use portfolio and grant project images in connection with any and all Getty Images promotions and publicity, including the website and exhibitions of the Getty Images Grants for Editorial Photography program.

Getty Images and its agents will not be responsible for misdirected submissions, and applicants are urged to keep duplicates for their records.

Getty Images reserves the right to amend grant rules and submission guidelines for the Grants for Editorial Photography program. If any such amendments should occur, they will be posted to www.gettyimages.com/editorial-grants 30 days prior to each application deadline date.

Questions? We'll respond to your inquiry as quickly as possible. Please email us at grants@gettyimages.com For technical assistance please seek outside help if possible. We will help with technical questions as best we can though due to heavy volume near the entry deadlines we may not be able to assist as well as you may require.