



Inspiring creative excellence, education, and cultural exchange through exploration of the Italian hill towns

The Civita Institute

Creative Residency Fellowship Application

March 2 – 30, 2027

Please review this application form and the information available on our website thoroughly. A complete application includes the items listed below. All submittal documents (except audio or video files) must be pdf files, saved in a single folder, then zipped for submittal to Fellowships@civitainstitute.org.

1. A signed Creative Residency Fellowship Application. If you are proposing a joint project as Co-Fellows, both Fellowship applicants must complete and sign this application form, noting the joint proposal. For an accompanying partner who is not a Co-Fellow, simply provide that information on the final page.
2. An abstract of your proposed Fellowship project (100 words max).
3. A detailed summary of your proposed Fellowship project that notes your background, inspirational factors, its intersection with the mission of The Civita Institute, your timeline and goals for the project plus a description of the project deliverable to be donated to The Civita Institute (500 words max).
4. Submittal of 3 samples of arts media, literary writing, or research articles, as appropriate to your proposed project (see below for submittal format).
5. Signed submittal of the Visitor Conditions Form, one per applicant, downloadable at <https://www.civitainstitute.org/548/visitor-conditions.html>.
6. Payment of the Fellowship Application membership fee of \$50.00, one membership per applicant (gratis application for current members) at <https://www.civitainstitute.org/4648/membership.html>. If you are proposing a joint Fellowship project, both Fellowship applicants must complete the Fellowship Application membership. Any accompanying partner must be a Civita Institute member.

FELLOWSHIP APPLICANT CONTACT INFORMATION – PLEASE PRINT

Fellowship applicant name: first, middle initial, last:

Email address (the same email address used for your Fellowship Application membership)

Mobile phone:

Mailing address:



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FOR JOINT FELLOWSHIPS, CO-APPLICANT CONTACT INFORMATION – PLEASE PRINT

Fellowship co-applicant name: first, middle initial, last:

Email address (the same email used for your Fellowship Application membership)

Mobile phone:

Mailing address:

CREATIVE RESIDENCY FELLOWSHIPS

Creative Residency Fellowships are supported by The Civita Institute and partially funded by the Creative Residency Fellows based on a tiered level of membership for accommodations in the facilities of The Civita Institute. Participation in the Residency program is offered to The Civita Institute Members at a reduced cost of membership to encourage the creative or research work of Fellowship that furthers the mission of The Civita Institute. A Residency Fellowship must contribute a project deliverable, physical or digital, to The Civita Institute for enhancement of its Archive and Collections and publicity purposes.

COST

A non-refundable, good faith deposit of \$500 is required from each applicant, and from any accompanying partner, within five business days of acceptance into the Creative Residency Fellowship. The good faith deposit will be held and converted to become the Fellowship Cohort Engagement donation, as discussed in the program description. The informal activities supported will include regular coffee hours and aperitivo gatherings, informal presentations of work in progress and a culminating exhibition, if desired, day walks or outings to nearby markets, a field trip to an historic town, villa, or garden, and a group dinner culminating the Creative Residency Fellowship.

A refundable deposit of \$1,000 per proposed Fellowship project is required by December 31, 2026. The deposit will be returned to the Fellow(s) after the Creative Residency Fellowship has been completed and within 10 business days following The Civita Institute's receipt and acceptance of the Fellowship's project deliverable.



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Because The Civita Institute is a nonprofit membership organization, it does not provide lodging on a commercial basis. Members may stay at the Institute's facilities based on the level of their membership donation, as detailed below. Payment of the tiered membership donation, plus a refundable damage deposit of \$250 to cover breakage or extraordinary cleaning, is required by December 31, 2026.

ACCOMMODATIONS

Accommodations at the facilities of The Civita Institute vary in size and amenities, with each house distinct and with its own entrance, bathroom and fully equipped kitchen. Photos and information about the houses may be reviewed at <https://www.civitainstitute.org/482/civita-houses.html>. The tiered membership levels for the 28-day stay of a Creative Residency Fellowship are detailed below, along with other costs of the Fellowship, as applicable. Fellowship applicants should note the order of their preference for accommodations. Housing will be assigned in the order of receipt of applications and confirmed at the time of acceptance into the Creative Residency Fellowship.

NAME OF HOUSE	Membership donation for accommodation	Fellowship Cohort Engagement donation	Fellowship deliverable deposit (refundable)	Damage deposit (refundable)	Membership donation for second occupant	Cohort Engagement donation for second occupant
Il Ruderino	\$ 2,100	\$500	\$1,000	\$250	\$ 630	\$500
Il Giardino	\$ 2,400	\$500	\$1,000	\$250	\$ 720	\$500
Il Nuovo	\$ 2,700	\$500	\$1,000	\$250	\$ 810	\$500
Lo Studio	\$ 3,000	\$500	\$1,000	\$250	\$ 900	\$500

Please express your order of preference for accommodations by name of house below:

First choice house:

Second choice house:

Third choice house:

Fourth choice house:



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TIMELINE FOR THE CREATIVE RESIDENCY FELLOWSHIP

1. Creative Residency Fellowship applications will be accepted on a rolling basis until December 1, 2026, pending availability in the Fellowship cohort. The Civita Institute Board of Directors will review all applications received by the 1st of each month and may choose to accept and notify Fellows of their acceptance on a monthly basis until the cohort has been fully subscribed.
2. Following notification of approval of the Creative Residency Fellowship, applicants shall submit a good faith, non-refundable \$500 deposit within 5 business days.
3. The Creative Residency Fellowship refundable deposit of \$1,000, plus the membership donation for accommodations, and the refundable damage deposit of \$250 will be due by December 31, 2026. The \$500 good faith deposit previously submitted will at that time be converted to cover the Cohort Engagement donation to enhance development of each Fellowship project.
4. Deposits may be made The Civita Institute by Zelle at “president@civitainstitute.org” or by ACH bank transfer. Please let us know your preferred method and we will provide the appropriate information to make the transfer.
5. Withdrawal from the Creative Residency Fellowship after January 15, 2027 will result in forfeiture of the membership donation for accommodation at The Civita Institute. Deposits for the Creative Residency Fellowship deliverable and damage deposit will be returned in full within 10 business days. No refunds will be given for the good faith \$500 deposit or for membership resulting from Fellowship Application(s).
6. Creative Residency Fellows and accompanying partners are highly encouraged to purchase comprehensive travel and trip cancellation insurance.

SUBMITTAL OF ARTS MEDIA, WRITING, AND RESEARCH SAMPLES

Submittal of sample arts media, literary writing, or prior research articles are important elements of your Creative Residency Fellowship application. To facilitate review of your application, the following protocols for your submittal are strongly encouraged.

1. Creative Residency Fellowship applications will ONLY be reviewed electronically. All components of your application, including arts media, literary writing, or research submittals, must be formatted in pdf or jpeg format. Links to video or audio files may be submitted.
2. Place all application files in an electronic folder noted with your last name, e.g. “Creative Residency Fellowship Application_ YOUR LAST NAME(S)” and compress the folder into a ZIP file.
3. Submit the ZIP file to Fellowships@civitainstitute.org with the subject line: “Creative Residency Fellowship Application_ YOUR LAST NAME(S)”.



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FELLOWSHIP APPLICATION SIGNATURE AND DATE

As a Creative Residency Fellowship applicant to The Civita Institute, I have read, understood, and agree to abide by the above information, and any references made to informational materials elsewhere, and along with any Co-Fellow or accompanying partner, I am/ we are signing my/ our name(s) below as verification of my/ our intent to pursue and complete a Creative Residency Fellowship as offered by The Civita Institute.

Creative Residency Fellowship Applicant Signature

Date

Creative Residency Fellowship Co-Applicant Signature

Date

ACCOMPANYING PARTNER INFORMATION – PLEASE PRINT

Name: first, middle initial, last:

Email address

Mobile phone:

Mailing address:

Thank you for your Creative Residency Fellowship application.

We welcome you to membership in The Civita Institute!

The Civita Institute is a U.S. 501(c)(3) nonprofit corporation whose mission is:

To inspire and foster an interdisciplinary understanding of the unique qualities of Italian hill towns that remain pertinent to our contemporary experience through the promotion of historic preservation, education and scholarly research, artistic creation, cultural exchange, and professional exploration.