



NEST Artist Eligibility Guidelines

In partnership with the Massachusetts Cultural Council and the state arts agencies of Connecticut, Rhode Island, Maine, New Hampshire and Vermont, NEFA has launched MatchBook.org, an online cultural marketplace that brings together New England's performing artists and the people and organizations who present them. This free website features an easy-to-search directory of artists, performance spaces and presenting organizations, designed to 'MATCH' artists with presenters that 'BOOK' them to perform.



MatchBook.org now houses the directory of all artists eligible for funding through NEFA's NEST grant program. Therefore, all artists who wish to be qualified for NEST funding must maintain an artist profile on MatchBook.org.

We recommend printing this document as a reference for completing your NEST-eligible MatchBook.org artist profile.

To create a profile, first register on MatchBook.org:

- Go to www.MatchBook.org
- Click the green "GET LISTED" button and complete the fields.

Once registered, the artist must create an artist profile:

- Click on "My MatchBook"
- In the "Create a Profile" section, click on "Artist"

In order to be eligible for NEST funding, artists are required to complete all fields listed below in their artist profile.

OVERVIEW TAB

- Group or Artist Name
- Contact Name (can be an agent or manager)
- Address
- Phone Number
- Email
- Disciplines (check at least one)
- Activities Available for (must include concert/performance/reading)
- Fee Range
- Description of Activities

PROGRAMS TAB

- Description of Residency and Outreach Activities
- Audiences Served (check at least one)
- Awards
- Education/Training



New England
Foundation
for the Arts

New England
States Touring

NEST Artist Eligibility Guidelines (cont'd)

PERFORMING HISTORY TAB

- Performing History

Please list at least five different organizations that have presented you in concerts/performances/readings in the last year. You must include hiring organization, contact name, email or phone number, date, and activity type

WORK SAMPLES TAB

- At least one photo posted
- At least one audio or video clip posted

If an artist does not currently have an audio or video clip available online, there is information available on MatchBook.org about how to obtain affordable streaming audio and video services through NEFA's partnership with StreamingCulture.org.

Once all requirements have been met, return to the OVERVIEW tab in your artist profile and check the box next to "I have completed the requirements and wish to be considered eligible for the New England States Touring Program"

Be sure to click "save" once you have completed this task.

ENEWSLETTER

All artists that wish to be eligible for NEST must also sign up for the MatchBook.org newsletter. To do this:

- log into the site
- click "Edit Details" from your "My MatchBook" screen
- click "Send me periodic MatchBook.org eNewsletter & announcements."

After your profile has been reviewed by the MatchBook.org team an icon will appear on your profile that indicates you are eligible for NEST funding. Artist profiles must be updated at least once a year to maintain NEST status. Otherwise, the profile will be deactivated and the artist will no longer be eligible for NEST funding.

Once an artist becomes eligible for NEST their professionalism and quality will be evaluated by presenters that receive NEST funding. If comments from presenting organizations are continually marginal or unsatisfactory, the artist will be contacted and interviewed.

It's beneficial for artists to let presenters know that they are eligible for NEST funding and mention it in promotional materials, as potential presenters may be more likely to book an artist knowing that funding assistance for the artist's fee is available from the NEST program.

For questions regarding the NEST Program please contact regionaltouring@nefa.org or call 617-951-0010

For assistance with your MatchBook.org artist profile, please contact info@MatchBook.org or call 617-951-0010 x29