

Firefly Art Grant Committee Code of Ethics

Firefly Art Grant Core has adopted a code of ethics modeled on the Council of Literary Magazines and Presses Contest Code of Ethics:

CLMP's community of independent literary publishers believes that ethical contests serve our shared goal: to connect writers and readers by publishing exceptional writing. We believe that intent to act ethically, clarity of guidelines, and transparency of process form the foundation of an ethical contest. To that end, we agree to 1) conduct our contests as ethically as possible and to address any unethical behavior on the part of our readers, judges, or editors; 2) to provide clear and specific contest guidelines—defining conflict of interest for all parties involved; and 3) to make the mechanics of our selection process available to the public. This Code recognizes that different contest models produce different results, but that each model can be run ethically. We have adopted this Code to reinforce our integrity and dedication as a publishing community and to ensure that our contests contribute to a vibrant literary heritage.

Judging Process

Firefly Art Grant Core uses a *best-effort* blind judging system to arrive at the list of grant recipients.

- After we've received entries, we ensure that there is no explicitly identifying information (names, contact info, etc) about the artist in the proposal.
- Artist information is saved in the portal database and will not be viewed until final after decisions have been made. Proposals, only identifiable by their titles, are then distributed among the Art Grant Committee Members for initial review.
- Each member of the committee is randomly assigned a subset of all the grant proposals to focus on for the initial review and rating. This allows each member to concentrate fully on a limited number of submissions.
- An initial meeting is held to discuss the proposals.

- Committee members discuss their submissions subject to the restrictions below, and rate each proposal on the Thoughtfulness, Creativity, and Feasibility of each submission.
 - **Thoughtfulness:** How well has the artist considered the relationship between the project and Firefly? Is this a project that reflects Firefly's values and embodies its principles?
 - **Creativity:** How original and awe-inspiring is the project?
 - **Feasibility:** Does the proposal convince the committee that the artist will be able to realize it given the time and transportation difficulties of Firefly?
 - The Committee formulates a list of questions for each artist to help clarify their proposal.
- Artists have a week to respond to the questions.
- A second meeting is held to finalize votes:
 - Artist responses are reviewed and discussed.
 - Committee members re-vote on the proposals and discuss possible funding levels.
 - A voting threshold is established depending on available art grant budget and number of proposals.
 - Committee members agree upon final decisions according to group consensus, using the vote results as a guide.

Avoiding Conflicts of Interest

- Art Grant Committee and Core members are not permitted to submit grant applications.
- While we do our best to conceal artists' identities, we cannot guarantee that the committee members will not know to whom a proposal belongs:
 - The local artist community is small, and there is a lot of social contact between artists and committee members.
 - Artists' proposals often have a recognizable style or will include photographs of recognizable previous works.
 - Requiring each member to have zero contact with all of the artists is not feasible and could result in insufficient participation.

- In the case that an individual judge knows (or thinks they know) who an artist is:
 - They should tell the committee during deliberations that they know the artist and say nothing more about who they are.
 - They pledge **not to reveal the artist's name or any explicitly identifying information** to the rest of the committee.
 - They may choose to recuse themselves from discussions if they feel they would be acting as an advocate.
 - Committee members are asked to carefully consider whether they can evaluate the proposal without bias. If they have any question at all around their potential for bias, they should recuse themselves.
 - They should not use their knowledge of the artist in their decision-making -- all decisions need to be made based on the quality of the proposal.

Handling Disputes or Incidents of Conflict of Interest

As stated above, we vow to conduct this contest as ethically as possible. If any artist, committee member, or Firefly participant has any concerns regarding any aspect of the grant process, either before or after the grantees have been announced, they may contact the Art Grant Core leads directly by emailing grants@fireflyartscollective.org. The core leads will do their best to resolve the situation by reviewing all available information, working directly with involved parties, and working with the Firefly Board if necessary.

The Firefly Board is empowered to adjudicate disputes when any Core is unable to adequately address conflicts. In cases where the Art Grant Core is unable to resolve a dispute, or questions as to the integrity of the process arise, anyone can escalate to the Firefly Board by emailing board@fireflyartscollective.org.