

How to Submit Your Video for Culture Works/Montgomery County Arts & Cultural District Sponsorship Consideration on Dayton Artist Stream

1. Read the [requirements](#) for a sponsored video.
2. Record your video.
 - a. DIY video from a cellphone or camera is fine. Be sure your lighting showcases your performance and that background noise is eliminated. Most phones will save videos as a .MOV or .MP4 file.
 - b. You must have created or own the rights to all music, poetry, writings, visual art, etc. that is showcased or performed during your submission.
 - c. The length of your video will be dictated by the type of art you submit. It may be a 4-minute original song, for example. It may be ten minutes of your writings read aloud, or a 20-minute showcase of your visual art with you providing commentary about your inspiration for each piece.
 - d. Content should be newly filmed for your submission. If you are using prior footage of your work, make it new by adding your own commentary and thoughts.
 - e. Pay special attention to the requirement for a short script at the end of your video promoting the Culture Works Campaign for the Arts. You are welcome to make this portion an “add on” at the end of your video. Be sure to speak clearly and sincerely. The suggested script does not have to be read word-for-word, but please include all content.
3. Go to [daytonartist.stream](#) to complete the submission form with all required information.
 - a. We suggest you fill out the form completely. Sponsored videos may not include a link for individual artist donations, but in the event your video is not chosen for sponsorship and will be shared on Dayton Artist Stream as a non-sponsored video, you may want this donation information included on that post.
 - b. When you click “submit” at the bottom of the form, you will be taken to a second page with a link to wetransfer where you will upload your video. There are a couple of reminders here – read them! Click the link to upload your video.
4. You will be taken to wetransfer. Enter your email address. It’s important that you use the same email address you used when you filled out the submission form so that your form and video can be kept together. Enter your name in the “message” block. Click “Transfer.”
 - a. You should see some activity indicating that your video is uploading.
 - b. Depending on the size of your video and the speed/availability of your internet, your video may take some time to upload. If you’re not seeing any upload activity, you may want to try at another time.
5. Culture Works and Dayton Artist Stream will review your submission.
 - a. If your video is selected for sponsorship, Culture Works will contact you via email. We will send you an information form and W9 form that are required to be returned to us in a timely manner.
 - b. We may contact you for suggested changes to your video that would increase its likelihood of selection – improved audio or lighting, or the re-filming of the Culture Works script, for example.
 - c. Videos selected for sponsorship will be branded with the Culture Works logo at the bottom and moved to a spot on the Dayton Artist Stream calendar for sharing.
 - d. Dayton Artist Stream is curating all submissions for upload to their site and videos will be placed throughout the next few months, not necessarily in the order received and approved. Culture Works will share your video on our social media pages. If you provided your Facebook account and other social media information on your submission, these will be tagged at the time your video is shared.
 - e. Once your video is shared, and your information form and W9 form have been received, we will mail you your stipend check to the address you provided.
 - f. Videos submitted but not selected for sponsorship will be shared as a regular, non-sponsored video on the Dayton Artist Stream Facebook page. The Culture Works script at the end of your video will be removed, and donation links to you as an individual artist (if you included them on your original form) will be included on the post.
 - g. Artists will generally be limited to one sponsored video each. Funds are limited and when exhausted, this program will be discontinued.