



Lowell Milken Center for Unsung Heroes

# ARTEFFECT COMPETITION SUBMISSION GUIDE

Follow this step-by-step Submission Guide to submit your project for the 2025 ARTEFFECT competition. Allow at least 30 minutes to complete your submission using the online portal once you have gathered all the required information and materials on the Submission Checklist.

**The 2025 ARTEFFECT Competition submission deadline is Sunday, April 27, 2025, at 11:59PM Pacific Time.** Late submissions are not accepted.

For more about the ARTEFFECT competition, visit: [arteffectlmc.org](https://arteffectlmc.org).  
For inquiries or additional support, contact: [arteffect@lowellmilken.org](mailto:arteffect@lowellmilken.org).



### ARTEFFECT Submission Checklist

#### Applicant Information\*

- ☐ Full name
- ☐ Email address
- ☐ Physical address(es)
- ☐ Phone number
- ☐ Grade level
- ☐ School name
- ☐ School address
- ☐ Last day of classes
- ☐ Teacher's name
- ☐ Teacher's phone number
- ☐ Teacher's email address
- ☐ Digital signature of parent or legal guardian (on form)
- ☐ Digital signature of parent or legal guardian (typed)

#### Artwork Information\*

- ☐ Title
- ☐ Unsung Hero Name
- ☐ Medium
- ☐ Materials
- ☐ Dimensions

#### Images

Required\*:

- ☐ For 2D or digital artworks: At least one high-resolution image. (.jpg or .png)
- ☐ For 3D artworks: At least four high-resolution images. (.jpg or .png)

Optional:

- ☐ In-progress images of your artwork.
- ☐ Close-up shots of details from your artwork.
- ☐ Pictures of you creating your artwork
- ☐ A picture of you holding your finished artwork.
- ☐ ARTEFFECT can provide students with a Certificate of Participation upon request once your artwork is submitted. Please email [arteffect@lowellmilken.org](mailto:arteffect@lowellmilken.org) to request a certificate.

#### Impact Statement\*

- ☐ 500-1000 word Impact Statement that addresses the four prompts listed on the Submittable form and ARTEFFECT [Impact Statement Outline](#).
- ☐ List of sources used while writing the Impact Statement.

## STEP 1 - Read the Rules and Guidelines

- Take time to read through the Rules and Guidelines carefully through this link: <https://bit.ly/ArtEffectRules>. Review the Frequently Asked Questions here: <https://bit.ly/ARTEFFECT-Competition-FAQ>.

## STEP 2 - Create a Submittable Account

- Go to <https://lowellmilkencenter.submittable.com/submit> and click the “Submit” button for the ARTEFFECT Unsung Heroes Art Competition.
- If you have an existing Submittable account, sign in. If not, click “Sign Up”, and enter your **email address, first name, last name**, and create a display name for your account. Set a password, and check your email to confirm the verification code. Setting up an account allows you to save your progress and return to your application later.
- After setting up your account, start your application. On the first page, provide your **home address** and **phone number**. The phone number of a parent or a legal guardian may be provided if preferred.

## STEP 3 - Project Information

- Enter your **artwork’s title** and the **name of the Unsung Hero** that inspired your artwork.
- If your artwork is eligible for a **Spotlight Prize**, select the Spotlight Unsung Hero or media category that qualifies your artwork for this award. There are three Spotlight Prize categories: Spotlight Unsung Hero, Sculpture/3D, and Large Format. Learn more here: <https://www.lowellmilkencenter.org/competitions/arteffect>.
- Select your **project medium**. This is the type of artwork that you created. You may select more than one option.

## STEP 3 (cont.) - Project Information

- Select your **project materials**. These are the different materials you used to create your artwork. You may select more than one option.
- If you created a digital artwork, answer the **additional questions** about your process, tools, and digital file.
- Provide a **written description of any other materials** used in your project and describe the type of backing you used for your project.
- Measure your artwork and enter the **dimensions** in the space provided.

## STEP 4 - Images

- If you are submitting a **2D or digital artwork**, upload at least **one high-resolution image** of your artwork in a .jpg or .png format (under 5MB).
- If you are submitting a **3D artwork**, upload at least **four high-resolution images** of your artwork in a .jpg or .png format (under 5MB).
- Optional: Upload **additional images** of your artwork, such as in-process images or close-up shots of specific details.
- Optional: Upload a **photo of you holding your artwork**, standing in front of a plain background.
- If these photos were taken by a professional photographer, please credit them in the space provided.



*Example of 2023 Grand Prize Winner Celine Fong holding her winning artwork.*

## STEP 5 - Impact Statement

- Enter your Impact Statement (500 - 1,000 words), addressing the four prompts listed on the Submittable form and [Impact Statement Outline](#). If you wrote it on a separate document, copy and paste the text directly into the Submittable form.
- Optional: List any **references** (websites, articles, books, etc.) that you used while writing your Impact Statement.

## STEP 6 - Personal Information (again)

- Provide your **first name, last name, and email address(es)**. If you have a school email address AND an additional email address (such as a Gmail account), please provide both. We ask you to provide some details a second time to ensure that ARTEFFECT correctly stores your information.
- **Provide your phone number, mailing address, and grade level.**

## STEP 7 - School Information

- Did you complete this project as part of a class at school? In a private studio? As an independent study? Select the option that best matches **the setting where you received guidance for you ARTEFFECT project.**
- Even if you did not complete your ARTEFFECT project at school, please enter the **name of your school, your school's address, and your last day of classes.**
- Enter your **teacher's name, phone number, and email address.**

## STEP 8 - ARTEFFECT Questionnaire

- Answer a few questions about your **history with ARTEFFECT**.

## STEP 9 - Parent/Legal Guardian Permission and Signature

- Use the Waiver Forever link embedded in the Submittable form to digitally sign the Competition Agreement and Permissions form. **Both you and your legal guardian are required to sign this form.**
- Type your full name in the space provided to **confirm that you did not use Artificial Intelligence (AI)** while creating your ARTEFFECT project.
- Type your full name in the space provided to certify that you agree to the permissions agreement. **Your legal guardian is also required to type their name in the space provided to certify that they agree to the permissions agreement.**

## STEP 10 - Submit!

- Add [notifications@email.submittable.com](mailto:notifications@email.submittable.com) to your email contact list or safelist.
- Click **"Save Draft"** if you'd like to return to your application later. When you're ready to submit your entry, click **"Submit"**.
- You should receive a **confirmation email**. If you do not, please reach out to [arteffect@lowellmilken.org](mailto:arteffect@lowellmilken.org) or log into your Submittable account to confirm your application status.
- ***Congratulations on making your submission!*** If you would like a Certificate of Participation, please send a request to [arteffect@lowellmilken.org](mailto:arteffect@lowellmilken.org).