



PHILADELPHIA ARTS IN EDUCATION PARTNERSHIP



Artist Residency Program Information Sheet 2011-2012

- The Philadelphia Arts in Education Partnership is the Pennsylvania Council on the Arts regional partner for Arts in Education. As the regional partner for southeastern Pennsylvania, PAEP facilitates the process of selecting artists for inclusion in the *Directory of Pennsylvania Artists in Education*, sponsors artist residencies in school and community sites, and delivers professional development for teaching artists.
- The mission of the Artist Residency Program is to develop and support quality arts education programs in schools and community settings in southeastern Pennsylvania, including Bucks, Chester (SE), Delaware, Montgomery, and Philadelphia counties.
- Artist residencies are designed as collaborative ventures between teachers and artists placing trained, knowledgeable, practicing artists into schools and community settings. In these residencies, artists work intensely with up to three core groups of students acting as mentors, facilitators, and technical advisors to the students as they undertake experiential arts projects. In school settings it is anticipated that these arts projects will be literacy based, embedded in the curriculum, and meet state standards.
- School and community sites interested in applying for artist residency funds must select an artist for this work from the PA Council on the Arts approved *Directory of Pennsylvania Artists in Education*.
- School and community “host sites” may include public, private, parochial, and charter schools serving elementary, middle and high school students; childcare centers; senior centers; and units of government.
- PAEP has over 92 directory artists and ensembles from our region available to deliver quality residency work including actors, dancers, folk artists, musicians, visual artists, and writers. Each fall PAEP recruits, selects, recommends, and trains new artists to the PA Council on the Arts for inclusion in the program.
- Artist Residencies are funded jointly by the host site and the PA Council on the Arts. Matching funds of up to 50% are provided by the PA Council on the Arts. The PCA does not guarantee that all requests will be fulfilled. The amount of the match is determined by a number of variables including but not limited to the quality of the proposed project and total amount of funds available. The PA Council on the Arts is interested in helping to support residencies that are longer than 10 sessions. Consequently the PA Council on the Arts has instituted the following funding guidelines:

There is a twenty day minimum for a 1:1 PCA match for individual artists, per artist, location, and core group. Examples of the PCA match ratios are as follows based on a \$200 a day residency fee:

Length of Residency	PCA AIR Subsidy	Host %	PCA Support Maximum	Host Support (plus 10% admin. fee)	Total Cost for Residency
10 day residency	Up to 30%	70%	\$600	\$1,600	\$2,200
15 day residency	Up to 40%	60%	\$1,200	\$2,100	\$3,300
20 day residency	Up to 50%	50%	\$2,000	\$2,400	\$4,400

- A residency artist in the program must receive a daily rate of no less than \$200 a day. Artists are free to negotiate a higher rate; however, PAEP will only provide a maximum of \$150 per day to match funds for a single artist. Group or ensemble rates vary; however, PAEP will only provide a maximum of \$250 per day to match funds for ensembles. Daily rates for an ensemble exceeding \$500 must be absorbed by the school or community site. The school and residency artist/ensemble negotiate this fee.
- The Philadelphia Arts in Education Partnership is currently entertaining proposals from schools and community sites for single residencies to be held between October 2011 and August 2012.



Philadelphia Arts in Education Partnership Artist Residency Program

How to Initiate and Request an Artist Residency at Your Site

- Select an artist or ensemble from the *Directory of Pennsylvania Artists in Education* with whom your school or community site wishes to work. PAEP staff is available to assist you in the artist selection process. The *Directory* provides descriptions of the art form, style, and philosophy for each artist or ensemble approved by the Pennsylvania Council on the Arts. You can browse the artist profiles for southeastern Pennsylvania on the PCA website, which can be accessed through the Philadelphia Arts in Education Partnership (PAEP) website: <http://www.paep.net>, or contact PAEP for a hard copy of the Directory.
- Contact the artist(s) directly to discuss a potential residency, or contact PAEP for suggestions about the artist(s) who might work well at your site.
- Submit an Intent to Apply by Wednesday, March 16, 2011. This is not binding, but allows PAEP to determine approximately how many residencies may occur.
- Once the artist(s) has been contacted, plan a meeting to discuss the shape and scope of the potential residency project, which will include information such as: age of core groups (up to 3), learning goals and curricular and literacy connections, school/site setting, project collaborators/team, artist fees, materials, and other residency needs.
- Develop the residency plan collaboratively with the artist(s).
- Submit an Artist Residency Request Form and narrative description of the residency to the Philadelphia Arts in Education Partnership **no later** than Friday, April 29, 2011 for Artist Residencies scheduled for October 2011 through August 2012.
- Your proposal will be reviewed for consideration by PAEP. PAEP cannot guarantee funding. This will depend upon the quality of the project and the amount of available funds.
- No residencies will begin prior to October 2011 without PAEP clearance.



Artist Residency Request

Checklist

Use the following checklist to make sure you have submitted everything that is required. All applicants MUST provide the following materials:

- | | |
|---|---------------------------|
| <input type="checkbox"/> Artist Residency Request Form* | 1 copy due April 29, 2011 |
| <input type="checkbox"/> Narrative Description of Project** | 1 copy due April 29, 2011 |

* Application form information must be completed in full and must contain all original signatures in blue ink.

**This description should address each of the points listed in the residency planning section below and must be answered on no more than three (3) 8 1/2 x 11 pages in total, single sided, using 12 point font. Responses must be typed or computer printed.

Residency Project Planning

Residency projects should be developed collaboratively with the artist(s) and host site, in consultation with the Philadelphia Arts in Education Partnership. The application must be signed by both the host organization and the artist(s). While project plans must be developed prior to application submission, it is understood that some "fine tuning" of the plans will occur between submission and the actual residency. This information will be used by the Philadelphia Arts in Education Partnership to determine award amounts in the event funding is not sufficient to match the host site's request.

- Goals and Objectives:**
 - A. What purpose does this project serve? What are the goals of the project?
 - B. What is the theme, topic, or essential question of your project?
 - C. What experiential activities and events will occur?
 - D. What connections to literacy will be made?
 - E. How will other curricular connections be integrated into the project?
 - F. What local, state, and/or national standards will the project address?
 - G. What specific learning objectives do you expect students to achieve? List these objectives for each area of integration as well as arts skills development and affective skills development.
 - H. What student work, such as performances, exhibits, products, writings, will be created?

- Core Groups:** *Identify the number, ages and types of students who will be the primary beneficiaries of the artist residency activity and how the students are selected. These students will comprise the core groups. The core groups can include various grade levels but may not exceed three (3) groups of approximately 30 students per group. The artist should meet with each Core Group each day of the residency.*

- Schedule of Events:** *Please include a sequence of events and/or activities that will occur during the residency. You may list a day-by-day schedule or a more general outline of the residency.*

- Evidence of Student Involvement in the Artistic Process:** *Define and describe clearly the experiential nature of the residency.*

- Teacher/Staff Involvement:** *Define activities to bring the artist(s) and teacher(s)/staff together such as artist-led in service professional development and on-going planning meetings. Include a projected timeline of these activities.*

- Other Student Groups:** *Describe any activities planned that will affect the broader school community. Please list any other activities the artist(s) will provide for students other than the core groups such as workshops or introductory Assembly/Presentations.*

- Community Outreach/Parental Involvement:** *Describe activities that will reach parents and the surrounding community such as a "Meet the Artist" event, exhibit, or performance to which parents and community will be invited.*

- Facilities/Supplies:** *What facilities, materials, supplies, space, etc., will be made available for the residency? Include studio time and space for artist.*

- Additional Arts Resources:** *Describe any additional resources that the host site will provide to enhance the residency.*
- Assessment and Evaluation:** *Devise an assessment and evaluation plan that:*
 - A. Identifies critical skills and learning objectives in each discipline including literacy skill development listed in the project description; and
 - B. Identifies social and affective skill objectives targeted in the project description; and
 - C. Describes what kind of change in each of these skill areas you anticipate; and
 - D. Describes where students should be at the end of the project, who will be responsible for tracking and reporting that change, and how you will track and report that change.

**APPLICATION DEADLINES:
FULL APPLICATION – FRIDAY, APRIL 29, 2011
(THIS IS NOT A POSTMARK DEADLINE.)**



Intent to Apply Form Artist Residency



Please email the following information to paep@uarts.edu Wednesday, March 16, 2011.
We do understand that this is subject to change as you complete the full application.

School/site _____ District: _____

Address _____

Phone _____ Fax _____

Site coordinator _____ Email _____

Principal/Administrator _____ Email _____

Prospective Artist _____

Number of Residency days _____ Number of Students _____ Grade level(s) _____

Proposed residency total budget _____ PCA request _____ School match _____

One to two sentence description of proposed project:

Email paep@uarts.edu or fax to 215-717-6061

PAEP
The University of the Arts
320 S. Broad Street
Philadelphia, PA 19102



Artist Residency Request

Please type or print clearly:

School/Site _____ District _____

Address _____

Phone _____ Fax _____

Site Coordinator _____ Email _____

Principal/Administrator _____ Email _____

Artist _____ Email _____

Tentative dates for residency _____

Number of students _____ Grade level _____

Residency Project Budget

Artist fees*: (minimum of 10 days for companies/ensembles; 10 days for individual artists) = Total _____

Number of days _____ X fee per day _____ = _____ + supplies (if included) _____

Travel expenses**: = Total _____

Mileage _____ x \$0.50 _____ X # of days _____ X _____/days (\$80/day per max) = _____

PCA request _____ + **School/Site match** = _____

+ **10% administration fee (responsibility of site to fully cover)** _____ = **Total** _____

Sources of matching funds (Please specify if secured or pending.):

** At least one Residency Planning Day should be included in addition to the minimum days in residence. Artist fee per day is a minimum of \$200; however, artist and host are free to negotiate a higher fee where appropriate.*

***Travel expenses (mileage and per diem) are given only when the artist's residence is 50 miles or more from the host site (one way). Per Diem is given only when the artist is staying overnight in the host site's community.*

****Must include 10% administrative fee.*

Narrative Description of Project

Attach a narrative description of the proposed project. Narratives must be typed and no more than three pages in length.

Application Submitted by: *(all signatures are required)*

Signature of Site Coordinator Date

Signature of Site Administrator Date

Signature of Artist Date