



Northern Tier Partnership for the Arts in Education

Artist-in-Residence Application and Request for Funds

REQUESTS FOR RESIDENCY FUNDING MUST BE SUBMITTED TO THE ADDRESS BELOW

Rolling Deadline- applications accepted beginning August 31st of each year

Please note: Residencies of 20+ days will receive first consideration & full cash match of funds requested. Please contact BCRAC for residency/budget planning assistance and/or questions.

School/Organization: _____ County: _____

Mailing Address: _____ Zip +4: _____ - _____

PA Senate District #: _____ PA House District #: _____ US House #: _____

(to find your district numbers go to www.legis.state.pa.us and search by address)

Residency Coordinator: _____ E-mail: _____

Business Phone: _____ Alternate Phone: _____ Fax: _____

Artist(s): _____ Art form(s): _____

Artist Email: _____ Artist Phone: _____

Residency Dates: _____ Planning Session Date: _____

Grade/age level of Core Group(s): _____; # of Core Groups _____; Total # of Students in Core Group(s): _____

Residency Narrative

Please submit the following information on a separate piece of paper as part of your application.

- **Goal of Residency** – please state the purpose of your residency; what do you want the core group to accomplish as a result of this residency? What is the specific need to be addressed by inviting an artist into your classroom? What specific curricular areas will be targeted?
- **Evaluation** – How will you know that your residency needs/goals have been met? How will they be measured?
- **Staff Involvement** – please address educator/staff activities, training sessions and/or workshops; how will the artist interact with teachers/staff to ensure that residency activities have a lasting impact on the host organization?
- **Non-Core Group Activities** – Describe any activities that will involve non-core group students, parents and community members (consider assemblies, workshops, exhibitions, meet-and-greet events, etc.).

Artist-in-Residence Budget

Only residencies with 20+ days can receive the full 1:1 cash match of funds requested

Residencies of 15+ days are eligible for up to 40% of funds requested

Residencies of 10+ days are eligible for up to 30% of funds requested

Artist Fees (visiting artist fees on second line):

_____ # of artist days x \$ _____/session = \$ _____

_____ # of artist days x \$ _____/session = \$ _____

Total artist fees: \$ _____

= **Total Residency Cost** \$ _____
(total amount artist will receive)

minus PCA Grant Amount Requested: \$ _____

= **Host Organization match requirement** \$ _____

Add in the 10% Administrative Fee (required by PA Council on the Arts)

TOTAL residency cost _____ x .10 = \$ _____

TOTAL AMOUNT YOU ARE REQUIRED TO PAY \$ _____
(Host will be invoiced for this amount)

Artist-in-Residence Funding Request Submitted by:

Site Administrator/Principal

Date

Residency Coordinator

Date

Artist(s)

Date

Visiting Artist(s)

Date

Artist –in-Residence Approved _____

NTPAIE AIE Director

Date

Send completed request forms to:

Renae Chamberlain

NTPAIE/PPA Interim Director

PHONE: 570-268-2787 FAX: 570-265-4558

ntpaie@bcrac.org



Northern Tier Partnership of the Arts in Education
Requirements & Agreement:

To qualify for matching funds from NTPAIE/PCA you must agree to the following requirements:

- Residencies **MUST** have at least one core group and not more than 3 core groups (no more than 30 students per group); at least one core group **MUST** meet with the artist **EVERY** day of the residency.
- Residency dates **MUST** be submitted to NTPAIE at least 30 days before residency work begins
- All press materials must acknowledge the PA Council on the Arts (if PCA dollars are used) and The Northern Tier Partnership for Arts in Education (press release guidelines will be provided).
- Residencies **MUST** include a planning session (planning session checklists will be provided).
- Hosts should ensure that legally responsible personnel are in the room with the artist **AT ALL TIMES** – Directory Artists are not to be utilized as substitute teachers.
- NTPAIE reserves the right to photograph residency activities for in-house publications. Hosts are responsible for notifying photographers of any students who may not be used in publications.
- Host agrees to complete planning session checklist and residency evaluation forms and submit to NTPAIE office.

NTPAIE reserves the right to revoke or reduce residency funding if requirements are not met.

Site Administrator/Principal Date

Residency Coordinator Date

Artist(s) Date

Visiting Artist(s) Date

If you have any questions please contact:

Renae Chamberlain
NTPAIE/PPA Director
Bradford County Regional Arts Council
601 Main Street, Towanda, PA 18848
PHONE: 570-268-2787 FAX: 570-265-4558
ntpaie@bcrac.org