



Arts in Education Residency Program

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.

Please contact NTP4Arts Program Director 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 Education Residency Program Budget
All residencies require a 1:1 cash match of funds requested

Artist Fees (visiting artist fees on second line):

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

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

_____ # of miles/day x _____ # of days x .545/mile= \$ _____

*PCA funds will cover up to \$350 per day, plus mileage if the host site is more than 50 miles from the artist site. Additional funds for artist's fees will need to come from outside sources.

Total artist fees: \$ _____

Materials: \$ _____

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

minus PCA Grant Amount Requested: \$ _____

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

Add in the 15% Administrative Fee (required by PA Council on the Arts)

TOTAL residency cost _____ x .15 = \$ _____

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

Arts in Education Residency Program Funding Request Submitted by:

 Site Administrator/Principal

 Date

 Residency Coordinator

 Date

 Artist(s)

 Date

 Visiting Artist(s)

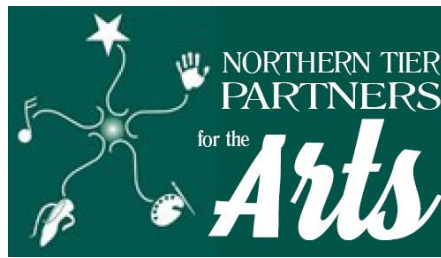
 Date

Artist-in-Residence Approved _____

 NTPAIE AIE Director

 Date

Completed forms should be mailed to: Northern Tier Partners for the Arts
Attn: Renae Chamberlain, 601 Main Street, Towanda, PA 18848
Emailed to: ntpaie@bcrac.org



Arts in Education Residency Program

Requirements & Agreement:

To qualify for matching funds from NTP4Arts/PCA you must agree to the following requirements:

- Residencies **MUST** have at least one core group (no more than 100 total core participants). Core group **MUST** meet with the artist **EVERY** day of the residency.
- Residency dates **MUST** be submitted to Northern Tier Partners for the Arts (NTP4Arts) at least 30 days before residency work begins
- All press materials **MUST** acknowledge the PA Council on the Arts and Northern Tier Partners for the Arts (press release guidelines will be provided).
- Residencies **MUST** include a planning session (planning session checklists will be provided).
- Hosts **MUST** ensure that legally responsible personnel are in the room with the artist **AT ALL TIMES** when working with children and youth under the age of 18.
- NTP4Arts 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. (a photo/video release will be provided)
- Host agrees to complete planning session checklist and online residency evaluation forms as part of residency.

NTP4Arts 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

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