

## ARTIST IN RESIDENCE: SPONSORS

### *Artist Residencies for Schools and Community Organizations*

Creativity is inherent in everyone and should be nurtured throughout life, and artists are uniquely qualified to assist people of all ages and backgrounds as they explore imagination and expression. The Artist in Residence program brings schools and community organizations together with artists to share in-depth, engaging, personal and sustained learning experiences. Using the roster of experienced artists in the Arts Learning Artist Directory, the Artist in Residence program offers opportunities for learners of all ages to participate in the creative process, bridge cultural differences and cultivate fresh ways of seeing, responding to and learning through the arts. Applicants should demonstrate that they value collaborative learning as well as show readiness to host a residency through evidence of broad-based planning efforts, flexibility, appropriate evaluation strategies and strong organizational support. By bringing together artists and members of the public to cultivate creativity, the Artist in Residence program transforms lives and contributes to the growth of individuals, communities and society as a whole.

### APPLICATION DEADLINE

March 1

### WHAT THE PROGRAM SUPPORTS

The Artist in Residence program (AIR) places accomplished professional artists in a variety of educational and community settings to facilitate learning in, through and about the arts. [Residency sponsors](#) select artists from a roster of pre-screened professional artists listed in the [Arts Learning Artist Directory](#) located on the OAC Web site. Artists collaboratively plan an in-depth experience with sponsors that engages participants of varying ages, cultures, experiences and ability levels in making art within a mutually supportive and creative learning environment. The artist also shares his or her artistic work with residency participants and the larger community. Residencies vary in duration from a minimum of two weeks to a maximum of eight weeks in length. A maximum of four classes or contact sessions may be scheduled each day for residency participants. At least one [core group](#) is selected to work with the artist every day during the residency while [peripheral groups](#) meet with the artist less often. The artist also works with the sponsor to design and hold a professional development workshop involving staff in a hands-on art-making experience to deepen their understanding of the creative process and the artist's discipline.

### Allowable Expenses

OAC funds are used to support artist fees. Please refer to the [Funding Restrictions](#) section of the OAC *Guidelines* for a list of activities the OAC cannot fund. In addition to the general funding restrictions, funding will not be awarded for residency-related activities designed in preparation for, or in conjunction with school competitions. Funding will not be awarded for residencies that are part of higher education coursework or will serve those students exclusively.

### Grant Awards

The total professional fee for an artist is \$1,200 per week. Grants will be awarded to the residency sponsor to cover \$800 per week. The sponsor is responsible for \$400 per week, as well as supplies. Supply costs will depend on the length and discipline of the residency. Sponsors are asked to assist the artist in locating free or reduced cost housing if the residency location is more than one hour from the artist's home. Schools are asked to provide a daily lunch for the artist if possible. Artists are responsible for all other meal and travel costs for the residency. If a residency involves more than two artists, the sponsor must contact an [Arts Learning program staff member](#) to confirm the appropriate funding amount for a residency.

### WHO MAY APPLY

Eligible organizations include, but are not limited to, public, private, charter or parochial schools (pre-kindergarten through university level) and other community organizations or social service organizations providing arts programming. All organizations applying to this program should have nonprofit status or nonprofit intent.

### Criminal Background Checks

The OAC does not have the statutory authority to require criminal background checks of artists participating in the Arts Learning Artist Directory. However, schools and some organizations are required by the Ohio Revised Code or by internal policies and administrative procedures to conduct them. Arts Learning Artist Directory artists may be required to have a criminal background check in order to work in schools or organizations.

### HOW TO APPLY

Please refer to the [Grant Process for Organizations](#) on page 14 of the OAC *Guidelines* for a step-by-step guide on the entire process of applying for and managing an OAC grant for schools, and arts and community organizations.

## Planning

Residency plans may be developed in two ways. For new applicants, an art discipline is selected and general ideas for the residency are described in the application. After the grant is awarded, an artist is selected from the current roster of AIR artists and formal planning begins. At least one month in advance of the residency's start date, the artist travels to the residency site for a planning session with members of the sponsor's planning committee and a representative from the OAC. Together they develop the residency plan. Previously funded applicants often plan their residency with an artist prior to submitting their application. If a grant is awarded, the artist and the sponsor's planning committee will further develop their plans.

All funded sponsors are required to send representatives from their planning team to the [Artist in Residence Fall Conference](#) to learn more about the residency experience, the planning process and to meet the program artists. Most sponsors begin the artist selection process after attending the Fall Conference.

For detailed information about residencies, consult the [Arts Learning Residency Handbook](#).

## Applications

All applications to the Artist in Residence program must be submitted via the OAC [OnLine Grant Application](#) system (OLGA). No paper applications are accepted.

Organizations applying for an Artist in Residence grant are encouraged to notify an [Arts Learning staff member](#) of their intent to apply. All applicants are strongly encouraged to submit a draft application at least 30 days before the final deadline date. To submit a draft application, follow the instructions on the final page of the online application.

Applicants must submit their application electronically via OLGA by 5 p.m. on the final deadline date. If the application is not submitted electronically, the application will not be accepted. Applicants will be notified via e-mail (sent through OLGA to the organization's primary contact) when the application is received.

## Support Materials

To complete the application for this program, all applicants must submit the following:

1) a signature page; and 2) at least five, but no more than eight letters of support from key individuals involved in the planning and implementation of the residency. One letter should be from the school principal, executive director or project director of the organization that is applying. A letter of commitment from the artist should be included if the artist is named in the application.

The signature page and support materials must be received in the OAC office by 5 p.m. seven calendar days following the final application deadline date (regardless of postmarked date). If the signature page and support letters do not reach the OAC within this timeframe, the application will not be accepted. Organizations will be notified via e-mail (sent through OLGA to the organization's primary contact) when the signature page and support materials are received.

### Timeline

The timeline below presents a general outline of the grants process for Artist in Residence: Sponsors. Please note that if a deadline falls on a Saturday, Sunday or state holiday, the deadline will be extended until the next business day.

Application available in OLGA	November 1
Draft application deadline	February 1
Final application deadline	March 1
Support material deadline	7 calendar days following the application deadline
Application review	April
Grant award announcement (via e-mail)	July
Fall Conference	Late September/early October
Grant period	July 1 - June 30
Final report deadline	30 days after residency end date

### Evaluation and Scoring

Applications will be reviewed by a panel comprised of Arts Learning staff members and outside arts professionals. At the panel meeting an evaluative discussion will take place for each application. These reviews are not open to the public; however, program coordinators will report any panel comments about the application to organizations. Following the discussion, each application will be given a score based on how well the organization meets the review criteria. This score, along with a funding recommendation, will be presented to the OAC executive director and deputy director for their review and approval. The review process is competitive; not all applications are funded.

### Review Criteria

A competitive application will show that an organization meets the following criteria and is prepared to plan and complete a successful residency. Evidence should be demonstrated through the many components of the grant application, including OLGA responses, support letters and previous OAC residency final reports.

Organizations will be evaluated according to how well they meet these criteria:

### **Artistic/Educational/Cultural Value**

*The highest score for this category is 30 points.*

- Applicant will have children, youth and/or adults demonstrate skills and deepen their knowledge and understanding of the arts;
- Applicant proposes reasonable residency goals that reflect the art discipline and residency length;
- Activities support arts learning in, through or with the arts;
- Applicant values the creative process and collaborative learning;
- Applicant is prepared to respect the artist's work, vision and traditions.

### **Community Participation and Accessibility**

*The highest score for this category is 20 points.*

- Applicant plans to provide opportunities for family, community members and policy-makers to observe and participate throughout the residency process, including art-making, as appropriate;
- Applicant will work to minimize barriers to cultural participation;
- Applicant has a plan to promote the public value of the residency to the target audience and the community.

### **Planning and Evaluation**

*The highest score for this category is 30 points.*

- A broad-based planning committee is in place to oversee the residency;
- Applicant is flexible and open to developing a residency plan with an artist;
- Appropriate ideas are proposed to assess participant learning and evaluate the success of the residency;
- Residency plans build on prior or existing arts learning experiences where appropriate.

### **Organizational and Financial Management**

*The highest score for this category is 20 points.*

- Sufficient time and human resources are available to successfully complete the proposed residency;
- Applicant's budget is realistic and correlates to the narrative;
- Appropriate facilities, equipment and supplies are available for the residency activities.