

DEPARTMENTS OF EDUCATION AND EARLY CHILDHOOD DEVELOPMENT AND TOURISM,
HERITAGE AND CULTURE
ARTIST-IN-RESIDENCY SCHOOL PROGRAM
APPLICATION FORM

PART A - APPLICANT INFORMATION

Title of project: _____

Proposed dates (start/end): _____

Name of school: _____ District: _____

Address: _____

_____ Postal code: _____

Telephone: _____ Fax: _____

Lead teacher for the residency: _____

Lead teacher email: _____

Name(s) of other teacher(s) involved (if any): _____

Name of lead artist: _____

Name of additional artist(s) (if any): _____

Scope of residency:

One class [] Several classes [] (Specify: _____) Entire school []

Grade(s) targeted: _____ Estimated number of students directly involved: _____

Estimated duration of residency: (Minimum **15** hours. Don't have to be consecutive)

Number of classroom sessions _____ X length of sessions _____ = _____ hours

Deadlines → Proposal: October 18th, 2013 – Report: March 31th 2014

PART B - RESIDENCY INFORMATION

Note: For the following five (5) questions, please attach additional sheets referencing the question number.

This section defines the core of the residency proposal and determines how the proposal will be scored and thus whether or not it will be funded. Proposals are scored on a maximum possible score of 25 points which is attributed as follows:

1. Describe the artistic merit, originality and creativity of the proposed residency and demonstrate how the project meets the *Artist-in-Residence School Program's* objectives and target outcomes. **(Please refer to the Program Guidelines for specifics, page 2.) (7 points)**
2. Describe how the residency's subject matter integrates into one of the Fine Arts curricula (ex: visual arts, music, etc.) and how it meets specific learning outcomes. Please list the specific outcomes that the residency will meet. (Current curricula are found on the GNB Education at: <https://portal.nbed.nb.ca/Department/Default.aspx>) **(5 points)**
3. Describe the collaboration process between the teacher(s), artist(s) and the students regarding the design and the execution of the project. **(5 points)**
4. Describe the level of participation of the students as well as how the individuality of each student will be taken into consideration during the artistic creation process. **(5 points)**
5. Describe the artist performance component of the residency. In the case of a stage performer, the artist must describe and perform a short (10-15 minutes) performance at some point during the residency. In the case of a visual artist, describe the demonstration and/or mini-exhibit proposed. ***This component is mandatory for the artist. However, the artist may incorporate the students (who participated in the residency) into the performance.*** (3 points)

PART C – BUDGET

NOTE: Unlike the ArtsSmarts program, all financial transactions are strictly between the artist and the Department of Tourism, Heritage and Culture.

Expenses	\$ Amount
Artist fees (Lead artist): A minimum of \$900 (15 hours of classroom teaching time) to a maximum of \$1500 (10 additional hours of classroom teaching time) may be claimed. Artist invoice(s) required.	\$900 + \$ _____ = \$ _____
Miscellaneous artist time fee: (E.g. Firing of pottery, mounting exhibit) Specify: to a maximum of \$180	\$
Artist fees (other than lead artist): Specify name(s):	\$
Total artist fees:	\$
Materials to be purchased (when cannot be borrowed or available at the school) Receipts required	\$
Rental of Studio time (where applicable, payable to someone other than the artist) Receipts required	\$
Meal allowances (when not supplied by school and where the artist must stay overnight) Breakfast \$7.50 , Lunch \$10.50 , Dinner \$19.50 . (no receipts required but proof of overnight stay is as per next item)	\$
Accommodations at Govt rates (where applicable) Receipts required	\$
Mileage @ \$.41 per kilometer if distance to residency is > 32 kms both ways (no receipts required)	\$
Other: <i>specify</i> Receipts required	\$
Total non-artist fees:	\$
Total Expenses (Maximum \$3000 & must match Total Grant Requested)	\$
Grant Distribution	
Total grant requested Maximum of \$3000	\$
Amount of initial installment (invoice(s) and/or receipt(s) will be required once project approved).	\$
Allowable: up to 50% of artist fees and/or 100% of material fees.	
Balance owing upon submission of final report (invoice(s) and/or receipt(s) required) in the event a first instalment was requested.	\$
Total Grant Requested (must match Total Expenses)	\$

PART D – Considerations and Declarations

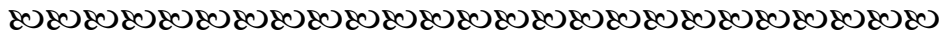
Please take the following considerations into account when preparing your application:

The Artist-in-Residency School Program accepts only applications submitted by schools. Artists wishing to participate in the program must register by filling out a “Call for Artist” form available [HERE](#). Applications will not be accepted unless the lead artist has been registered with the program prior to applying.

Residencies funded by the *Artist-in-Residency School Program* must involve whole classes of students.

The *Artist-in-Residency School Program* does not provide funds to cover the travel expenses of students and teachers. Furthermore, only travel expenses incurred inside New Brunswick will be allowed for artists currently residing outside New Brunswick.

Applicants who receive funding must allow a representative of *Artist-in-Residency School Program* to visit the site while the residency is being carried out.



We hereby agree to provide all requested information as well as any other supporting documents needed to evaluate this application. We understand that our application may be disqualified if it is incomplete.

We recognize that applications are approved subject to availability of funds and that, beyond the provision of a grant, the Province of New Brunswick has no further commitment to the applicant. The Province will not be held responsible for the completion of the project.

We agree to acknowledge the financial participation of the Province of New Brunswick in all publicity related to the proposed project. Most current provincial logos can be downloaded [HERE](#).

*We agree that the project will be completed by **March 31st** 2014 where possible and that a final report will be submitted to the Department within **30 days** (April 30th at the latest). **Note:** If a second instalment is owed on the project, then a final report must be submitted at the latest on March 31st 2014 but the residency will be allowed to continue until complete. In this case, a follow up report and/or material will be required once the project is complete at the latest before end of the school year.*

We certify that to the best of our knowledge, the information provided in this application is accurate and complete.

Lead Artist’s Name

Lead Artist’s Signature

Lead Teacher’s Name/Title

Lead Teacher’s Signature

School Principal’s Name

School Principal’s Signature

Please send two (2) copies of the signed and completed applications and supporting material to:

(1 copy to :)

**Department of Tourism, Heritage and Culture
Cultural Development Branch
C/o Michel Bérubé
250 King Street
Fredericton, NB E3B 9M9
Tel. : 453-2555 Fax : 453-2416
E-mail: artsnb@gnb.ca**

(1 copy to :)

**Department of Education and Early Childhood Development
C/o Rolene Betts
250 King Street
Fredericton, NB E3B 9M9**

Deadline for submission of applications: October 18th, 2013