



DEPARTMENTS OF EDUCATION AND EARLY CHILDHOOD DEVELOPMENT
AND TOURISM, HERITAGE AND CULTURE

ARTIST-IN-RESIDENCY SCHOOL PROGRAM 2018 – 2019 GUIDELINES

The *Artist-in-Residency School Program* funds art projects which are based on curricular outcomes within the Fine Arts and is a collaboration between one or more teachers and one or more artists. This program is jointly funded by the Departments of Education and Early Childhood Development and Tourism, Heritage and Culture.

The *Artist-in-Residency School Program* places professional artists in rural and urban schools to broaden and develop the arts education program by bringing together the creative potential of students and the unique energy of artists.

It is intended to provide students and their teachers with the opportunity to spend a **minimum of three days (minimum of 15 hours)** working closely with artists in order to enhance the students' artistic perception and appreciation.

The residencies can include any of the arts disciplines (music, visual arts, writing, theatre, cinema, dance, etc.). The artist and the teacher shall work in close collaboration in order to plan and carry out the project to ensure that the artistic activity corresponds to curriculum based outcomes within the Fine Arts.

The residencies must include at least one (1) performance by the artist (Ex: a short 10 to 15 minute stage performance; In the case of a visual artist, a mini exhibit and/or a live demonstration by the artist.)

The artist can propose a project idea to a teacher or a team of teachers but the project must be developed in collaboration with the lead teacher. It is possible that several meetings with the teacher(s) will be required before the artistic discipline, which best meets the curriculum based outcomes, is chosen. One must not lose sight that these projects are not purely art classes but rather experiences in artistic creation allowing students to deepen their knowledge of the related Fine Arts academic material. Teachers are encouraged to guide the artists in their approach to ensure that the project meets all the objectives of the program and appropriate pedagogical practices. Multidisciplinary projects (collaboration between artists of different disciplines) are permitted.

1. OBJECTIVES

- To encourage and provide opportunities for students to express themselves and take part in the creative process at the earliest possible age and throughout every stage of their formal education;
- To allow students to think creatively and critically through education in the arts;
- To give students a lifelong appreciation for the arts and ensure a knowledgeable audience for the work of professional artists by encouraging arts literacy;
- To encourage students to be creative from the time they are very young is one of the best guarantees of self-fulfillment, self-respect and the respect of others, all essential components of a culture of tolerance and peace;
- Offer students the possibility to work with professional artists while actively participating in artistic projects in the context of their academic curriculum;
- To develop a better appreciation of culture and the arts as well as local artists;
- To awaken the creative side of all students while exploring a variety of different arts disciplines;
- To witness a live performance, demonstration or exhibit by a professional artist;
- To give students the opportunity to develop their passion (for learning).

2. TARGET OUTCOMES

- Students gain a new level of appreciation for the arts combined with an increased level of understanding of the Fine Arts curriculum matter targeted by the residency;
- Students will think creatively and understand deeply as they explore and develop their creative abilities while applying them in a variety of ways;
- Students will think critically and creatively while communicating effectively through the arts;
- Students will manage, access, process, evaluate and present information aesthetically for a variety of audiences;
- Students will be able to use various art forms, skills, language and techniques as a means of formulating, exploring and expressing ideas, perceptions and feelings.

3. ELIGIBILITY CRITERIA

Each residency proposal must meet the following criteria to be considered for funding through this program:

- Professional artists work with the students and teaching staff at one or more schools within a district for a minimum of 15 hours;
- Professional artists must register with the Artist Registry to be eligible to participate in a residency ([download form](#));
- Acquisition of the necessary equipment and materials are the responsibility of the artist(s) and must be described in their proposal and included in the budget;

- The residency will:
 - Enhance student knowledge, skill and creativity in relation to the Arts;
 - Enable students to develop a deeper appreciation for the value of the Arts;
 - Connect learning to specific provincial Fine Arts curriculum outcomes;
 - Include a performance component by the artist(s) with or without the participation of the students. In the case of a visual artist, the performance could take the form of a demonstration session and/or a mini exhibit.
- The same project may only be presented once every three years in the same school and no more than twice in any given year across all districts;
- Preference will be given to schools which have not received a residency in the previous year;
- Residencies must start as soon as possible after approval is received and completed no later than the end of the school year.

NOTE: By failing to file a final report in due time, a school may be denied future grants.

4. APPLICATION SUBMISSION

- All applications will be evaluated at the same time and receive equal consideration
- The applicant must email **2 copies** of the application form, one to culture@gnb.ca and one to Andrea.Gaujacq@gnb.ca
- **NEW: Rather than requiring multiple signatures, the application form now has a single check box which acts as a signature for the lead teacher, lead artist and the school principal**

5. ELIGIBLE COSTS

IMPORTANT: UNLIKE THE ARTSSMARTS PROGRAM, ALL FINANCIAL TRANSACTIONS ASSOCIATED WITH THIS PROGRAM ARE BETWEEN THE DEPARTMENT OF TOURISM, HERITAGE AND CULTURE AND THE ARTIST. THE ARTIST IS RESPONSIBLE FOR THE PURCHASE/SUPPLY OF ALL MATERIALS AND SERVICES. CHEQUES WILL BE ISSUED IN THE ARTIST'S NAME ONLY.

Residencies will be funded to a maximum of \$3,000 per residency. A maximum of five (5) residencies per Anglophone school district per fiscal year may be accepted. Additional residencies may be funded out of the highest scoring remaining proposals when budget permits.

Eligible expenses may include, but not limited to the following:

- artist fees
- materials and supplies
- studio time
- rental of equipment
- travel expenses incurred within New Brunswick for artist(s) to carry out the residency

Residency costs will be eligible at the following rates:

- **\$60** per classroom teaching session for a minimum of 15 hours (\$900) and a maximum of 25 hours (\$1500) (**Rate must include taxes \$52.18 + HST = \$60**);
- Meal allowances will be reimbursed at the standard in-province Government rate of **\$7.50** for breakfast, **\$10.50** for lunch (when not provided by the school), and **\$19.50** for dinner when the artist must stay overnight;
- **Accommodations** when necessary at government rates;
- Mileage will be reimbursed at the standard Government rate of 41 ¢ / km if the artist must travel in excess of 16 km (32 km both ways) to and from his/her residency location. Note: If the artist resides outside NB, only the portion of travel incurred within NB will be reimbursed;
- Miscellaneous artist fees for time spent outside the classroom for such things as firing of pottery, curating a mini-exhibit and prep work will be accepted to a maximum of \$180;
- Material costs will be reimbursed within the maximum allotted budget per residency;
- Rental of studio time (where applicable and payable to someone else other than the artist) will be reimbursed within the maximum allotted budget per residency.

6. FINAL REPORT REQUIREMENT

The lead teacher is responsible for submitting the final report to the Arts and Cultural Industries Branch by email to culture@gnb.ca no later than 30 days after their residency is completed or by July 30th for projects ending at the end of the school year. Future grant disbursements will be withheld pending receipt and acceptance of overdue final reports. The report template is available [online](#).

7. EVALUATION CRITERIA

The selection committee will be made up of a representative from the Department of Education and Early Childhood Development and the Department of Tourism, Heritage and Culture.

The residencies will be evaluated on the following criteria:

- Originality and creativity of the project (7 points);
- Meeting the Fine Arts curricular outcomes (direct links to specific Fine Arts learning outcomes) (5 points) ;
- Collaboration with the artist(s) regarding the design and execution of the project (5 points);
- Level of participation of all the students in the artistic creation and consideration of student's individuality within the creation process (5 points);
- Performance component by the artist (3 points).

8. ALLOCATION OF PROJECTS

Residencies are awarded in the following fashion;

- Each district will have their top five (5) scoring proposals approved. However, schools which have been awarded a residency in the previous year may have their submission rejected in favor of another school as long as their submission scored favorably;
- Additional proposals may be allocated if after this initial allocation there is budget remaining (e.g. due to fewer than five proposals received for a district or residencies coming in under budget, i.e. less than \$3000), then the remaining top scoring proposals will be awarded until budget depletion.

9. NOTES

- Schools may require that the artist(s) familiarize themselves and read the ***Policy for the Protection of Pupils (Policy 701)*** and sign a copy. The [Policy 701 Validation Questionnaire](#) is accessible by clicking on the related link. A copy of the signed certificate with a score of 100% must accompany the artist's "Call for Artist" form;
- The Department of Education and Early Childhood Development may conduct random follow-up telephone surveys with the schools or request a site visit to ascertain the quality, curricular relevance and success of the residency;
- Grant recipients must acknowledge the support of the Province of New Brunswick in all promotional materials and publicity related to the residency. The official [logos](#) of the Province and the [guidelines](#) are accessible by clicking on the related links;
- By accepting the grant, the applicant agrees to submit a final report within 30 days following the end of the residency. The [form](#) is accessible by clicking on the related link. No new application from an applicant will be processed until the final report relating to a previously funded residency is received;
- If awarded a grant, the name of the grant recipient, the recipient's community, the program name, and the amount of the grant, will be published by the Department of Tourism, Heritage and Culture on the Government of New Brunswick website and in the Department's Annual Report;
- A school may present only one funding application per year under this program;
- In case of disagreement concerning the interpretation of policies and programs, the Departments reserve the right to final interpretation of the intent and implementation of the program. The Departments reserve the right to revise the program at any time without notice;
- The applicant **must submit 2 copies of the application form by the deadline required**. Please refer to the application form for the actual date.

10. FOR FURTHER INFORMATION

This program is offered jointly by the Departments of Tourism, Heritage and Culture and Education and Early Childhood Development. If you have any questions about the program, please contact:

Department of Tourism, Heritage
and Culture

Cecile LePage
Arts and Cultural Industries Branch

Tel: (506) 453-2555

E-mail: culture@gnb.ca

Web: <http://www.gnb.ca/culture>

Department of Education and
Early Childhood Development

Andrea Gaujacq
Learning and Achievement Branch

Tel: (506) 453-453-2508

E-mail: Andrea.Gaujacq@gnb.ca

Web: <http://www.gnb.ca/education>