Artist Residency Request Form

2010-2011

For residencies occurring between September 1, 2010, and August 31, 2011

Requests will be accepted and approved on a first-come first-served basis, with preference given to requests of twenty days or more, and dependent upon available funding

In order to receive Pennsylvania Council on the Arts and ArtsPath funding for an artist residency, this form must be completed and signed by both the host site coordinator/teacher and site administrator. Decisions on funding will be determined no later than August 15, 2010, and are pending final budget allocations from the PCA. Requests received after August 15, 2010, will be reviewed and approved on a first-come first-served basis, depending on remaining funds. If approved, notification of funding and a residency planning form will be sent to the requestor.

Please print legibly or type

Host School/Org. _____ District _____

Host Coordinator _____ Site Administrator/Principal _____

Address _____

_____ Email _____

Day or cell phone _____ Evening or cell phone_____

Other Teachers/Hosts and Schools/Organizations Involved (if any):_____

_____

Please list the desired artist(s) or ensemble – you may list up to four
(found in our mailed directory, www.arts.iup.edu/artspath/, or* http://www.pacouncilonthearts.org/aie/*)

Directory Artist _____ Directory Artist _____

Directory Artist _____ Directory Artist _____

Preferred Residency Dates _____

Please list your *estimated* cost of the residency for artist fee's plus admin. costs only: _____

Funding

PCA/ArtsPath will match from 30% up to 50% of the artist and artist-related residency fee's provided the residency meets the minimum requirements of *10 days at $195 per day artist fee. Preference will be given to requests of twenty days or more.** Additional costs that directly support the residency such as supplies may be matched up to 50% as approved by ArtsPath. There is a 10% administrative cost on artist fees only. *Please use the guidelines on the back of this request to estimate the cost of the artist fees.*

Artist Residency Request Signatures

By your signature below, you attest to your *intent* to support this request, including **financial commitment** once the final residency request is received and approved by ArtsPath. Both signatures are required before this request can be accepted.

_____ _____

Host Coordinator/Teacher Date

_____ _____

Site Administrator/Principal Date

*All fees agreed upon over the minimum are subject to final approval by ArtsPath.

Please return to: Jeff Wacker, IUP Performing Arts Center, Room 202, 403 South 11th Street, Indiana, PA 15705-1008
Voice: (724) 357-4565 Fax: (724) 357-7899 Email: jwacker@iup.edu

PCA/ArtsPath
Guidelines for Arts-in-Education Residencies

Eligible Expenses
Only expenses directly related to artist residency programming are eligible for AIE Programming funds and match, including but not limited to artist fees and travel expenses, documentation, evaluation and professional development.

Artists who receive PCA AIE funding must be listed in the *Directory of Pennsylvania Artists in Education*. Individual artists must be paid at a minimum rate of $195 per day for a residency. One day equals at least three hours of on-site activities. Artists are free to negotiate a higher fee. Artists may negotiate fees and services beyond the PCA-funded activities.

An administration fee of 10% must be added to the overall cost of the artist fees for the residency.

Travel funding will be allowed as part of an AIE Program funding only when the artist lives more than 50 miles from a residency. Travel expenses are limited to: lodging and meals, not to exceed $80 per day; and mileage at the current federal rate, or in lieu of mileage, the cost of public transportation, whichever is less.

Funding for visiting artists is eligible as set forth for above. Visiting artists ***do not*** have to be listed in the *Directory of Pennsylvania Artists in Education*.

Residency Length and Schedule
ArtsPath encourages residency schedules that allow sufficient time for planning, evaluation and assessment design, and substantial engagement in and through the arts for students, teachers, and other as applicable. Match ratios by ArtsPath are up to 30% for residencies of 10-14 days, 40% for 15-19 days, and up to 50% for 20 or more days. Residencies greater than 20 days may be funded over 50% with consultation and permission from the PCA. There is a 10% administrative cost only on artist fee's. Please use the following EXAMPLES* as a guide in determining your estimated artist fee's.

Residency Length	***ArtsPath***		***Host Organization***			***Total Artist/ Admin. Fee's***
	Percentage	**Dollars**	**Percentage**	**Dollars**	**10% Admin. Fee**	
10 Days	Up to 30%	$600	70%	$1,400	$200	$2,200
15 Days	Up to 40%	$1,200	60%	$1,800	$300	$3,300
20 Days	Up to 50%	$2,000	50%	$2,000	$400	$4,400

**EXAMPLES are based on a $200 per day artist fee. The ArtsPath minimum is $195*

* PCA/ArtsPath will not fund residencies less than 10 days. Residencies 10 days or less may be done but without PCA funding.

Company Residency
There is a ten-day minimum for companies and ensembles, per location and core group. The entire company/ensemble must be present for at least one day. The plan must identify at least one artist who will be present for the entire residency period.

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