



Alberta  
Foundation  
for the Arts

## A r t i s t s   A p p l i c a t i o n

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Application Deadline: Ongoing

# Artists and Education Artist Roster

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[Program Guidelines](#)

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[Application Form](#)

For help with  
this application  
call 780.427.9968  
toll free 310.0000  
before application  
deadline

The Alberta Foundation for the Arts is funded by  
The Government of Alberta through the Alberta Lottery Fund

## **Artists and Education Artists Roster**

### **Program Guidelines**

#### **1. Purpose**

- 1.1 This program assists Alberta schools and/or school jurisdictions in presenting programs involving professional Alberta artists, organizations or specialists (hereafter referred to as the “Artist” or "Artists") in Alberta schools.
- 1.2 The program is intended to encourage the presentation of in depth arts programs in Alberta schools. The objectives of the program are to:
  - a. expose students to Alberta artists and their work;
  - b. expose students to the creative process; and,
  - c. develop students' creativity.
- 1.3 Schools may select their Artists from the approved Artist Roster but are not limited to those artists.

#### **2. Eligibility Criteria**

- 2.1. Any full-time professional artist resident in Alberta, or non-profit Alberta arts company or organization is eligible to apply to the Artist Roster. Applications from full-time students will not be accepted.
- 2.2. Film and video, literary, performing and visual arts activities must be a minimum of one day up to 30 days. A day is considered to be normally five hours.
- 2.3. Programs will normally involve one school. Collaborations between schools may be considered.
- 2.4. To be eligible, programs must:
  - 2.4.1 encourage the active participation of as many students as possible;
  - 2.4.2 encompass at least two of the following components:
    - a. classes/master classes/clinics;
    - b. student workshops/ seminars;
    - c. lecture demonstrations and/or performances, readings, screenings, or exhibitions;
    - d. student demonstrations and/or student performances, readings, screenings, or exhibitions based upon the programs.
  - 2.4.3 Wherever possible, programs should include the following components:
    - a. in-service sessions for teachers
    - b. community workshops

### **3. Application Requirements**

Applications must include:

- 3.1 a completed and signed application form
- 3.2 a detailed description of the program including:
  - a. the objectives of the program
  - b. an outline of the activities showing how the objectives will be met at each grade or division level
- 3.3 a tentative timetable for the activities which clearly shows:
  - a. the number of hours the Artist will spend with the students each day
  - b. the number of occasions each group of students will work with the Artist
  - c. any teacher in-services or community workshops offered as part of the activities
- 3.4 details of any space, materials, equipment, or other items required for the activities and who will be providing these
- 3.5 a lesson plan for at least one student workshop or class to be offered by the Artist during the proposed program
- 3.6 a detailed budget for the program showing all projected expenditures associated with the activities
- 3.7 a completed Artists and Education Artists Roster Template
- 3.8 In addition to the above, the applicant must submit the following:
  - a. a current resume
  - b. one current professional letter of reference
- 3.9 Applicants are encouraged to submit the following materials to assist the assessment process:
  - a. details of any residency and/or educational arts programs previously offered
  - b. support materials showing the Artist's skills
- 3.10 Applicants must submit one original and (3) three copies of their completed application and required attachments

### **4. Assessment**

- 4.1 Applications will be assessed by a jury using the following criteria:
  - a. merit (artistic and educational)
  - b. efficiency and impact of the program
  - c. reasonableness of the budget
  - d. ability of the applicant to carry out the proposed program
- 4.2 Applicants will be informed of jury decisions approximately three months following the application deadline.

## **5. Application Deadline**

5.1 Ongoing

## **6. Application Submissions and Questions**

The Alberta Foundation for the Arts will retain custody of all materials submitted with grant applications.

6.1 Submit applications to:

**Alberta Foundation for the Arts**

Artists and Education Program

901 Standard Life Centre

10405 Jasper Ave.

Edmonton AB T5J 4R7

6.2 For assistance with grant applications, call the AFA at 780.427.9968.  
Toll-free calls can be made by first dialing 310.0000.



**Alberta  
Foundation  
for the Arts**

901 Standard Life Centre  
10405 - Jasper Avenue  
Edmonton, Alberta T5J 4R7

# Artists and Education

## Artist Roster

**Late, faxed or incomplete applications will not be accepted.** Please contact staff for assistance at least 2 weeks before the program deadline. **PHONE:** 780.427.6315 toll-free 310.0000. **WEB SITE:** [www.affta.ab.ca](http://www.affta.ab.ca)

▶ **Name of artist(s):**  Mr  Ms \_\_\_\_\_

▶ **Address:** \_\_\_\_\_  
Street Address PO Box:

\_\_\_\_\_ City Province Postal Code

▶ **E-mail / web site:** \_\_\_\_\_ **Phone:** ( ) \_\_\_\_\_

▶ **Artist's discipline:**  Performing arts  Visual arts  Literary arts  Film/Video

▶ **Number of artists involved:** \_\_\_\_\_ **Number of days for proposed activity:** \_\_\_\_\_

▶ **Grade levels of students:** \_\_\_\_\_

▶ **Maximum number of students to be actively involved in programs:** \_\_\_\_\_  
(This figure should not include students who participate only as spectators)

▶ **Fee range:** \$ \_\_\_\_\_ In-town fee \$ \_\_\_\_\_ Out-of-town fee (if different)

▶ **Name of professional reference:** \_\_\_\_\_

▶ **Title:** \_\_\_\_\_ **Company/organization:** \_\_\_\_\_

▶ **Address:** \_\_\_\_\_  
Street Address PO Box:

\_\_\_\_\_ City Province Postal Code

▶ **Phone:** ( ) \_\_\_\_\_

**PLEASE COMPLETE THE AGREEMENT ON THE REVERSE**

# Alberta Foundation for the Arts

## Applicant Agreement

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- ▶ This application is accompanied by the items requested under “Application Requirements” in the “Program Guidelines. The applicant acknowledges that these items form part of this application.

\_\_\_\_\_  
*Signature of applicant*

\_\_\_\_\_  
*Name (type or print)*

**Date:** \_\_\_\_\_

### **Please note**

**The personal information collected using this form is required for the administration of this grant program and collection is authorized under the Alberta Foundation for the Arts Act.**

**This information may also be shared with Alberta Community Development, which provides consultative and administrative assistance to these grant programs. The information will not be disclosed to any other third parties except as allowed by the Freedom of Information and Protection of Privacy Act.**

For further information about this program, and the use of personal information, **please contact:** Alberta Community Development, **Arts Branch**, Phone: 780.427.6315, Toll free connection: 310.0000

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## Artists and Education - Artist Roster

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*Your application must include (Please check ✓):*

- a completed and signed application form;
- a detailed description of the program including:
  1. *the objectives of the program*
  2. *an outline of the activities showing how the objectives will be met at each grade or division level*
- a tentative timetable for the activities which clearly shows:
  1. *the number hours the Artist will spend with the students each day*
  2. *the number of occasions each group of students will work with the Artist*
  3. *any teacher in-services or community workshops offered as part of the activities*
- details of any space, materials, equipment, and other item required for the activities and who will providing them
- a lesson plan for at least one student workshop or class to be offered by the Artist during the proposed program
- a detailed budget for the program showing all projected expenses associated with the activities
- a current resume
- a completed Artists and Education Artists Roster template (one copy in electronic format)
- one current professional letter of reference
- one original and (3) three copies of the completed application and required attachments