

Artists in the Classroom grants are disbursed by ArtStarts in Schools and funded by [BC Arts Council and the Government of British Columbia](#)'s Creative Futures program



2017-18 Grant Application Guidelines

Artists, Teachers, Principals and PAC Representatives can apply for AIC Grants to bring professional artists into their classrooms. AIC Grants support projects in schools across BC that demonstrate artistic excellence, strong curricular connections, high levels of student engagement and an active partnership between an educator and a professional artist.

Goals

- Expose BC's young people to professional arts experiences in the classroom.
- Explore curricular connections to the arts to support student learning.
- Connect the arts and education communities by developing mutual awareness, respect and appreciation.

Eligibility

In order to be considered for funding, projects and applications must meet the following criteria:

Projects must:

- Engage a BC-based professional artist, preferably local to the community (*see definition of professional artist below*);
- Take place during school hours with K-12 students enrolled at standard public or independent schools;
- Be planned for the future and cannot have been completed prior to application;
- Not be receiving funding from BC Arts Council or other ArtStarts sources for the same project.

Definition of Professional Artist

A professional artist is defined as someone who has specialized training in the arts (not necessarily in academic institutions); is recognized as a professional by his or her peers (artists working in the same artistic tradition); is committed to devoting more time to his or her artistic activity, if financially possible; and has a history of public presentation.

Applications must:

- be submitted by artists, teachers, principals or PAC representatives;
- Use the most current application form provided and be submitted by email as a Microsoft Word attachment;
- Include a balanced budget, timeline and artist CV (CV not required if the artist is listed in the ArtStarts Artists in the Classroom Directory online: artstarts.com/aicd);
- Be complete.

ArtStarts staff will review all applications for eligibility. Applications not meeting the above eligibility criteria will not be brought forward to the jury for assessment.

Artists in the Classroom grants are disbursed by ArtStarts in Schools and funded by [BC Arts Council and the Government of British Columbia](#)'s Creative Futures program

Assessment

Grants are adjudicated on a merit basis by a provincial jury made up of educators and professional artists.

The jury will consider each application against the following four criteria:

Artistic Quality (40%)	Student Engagement (30%)
This criterion encourages applicants to describe the artistic process and artistic outcomes of the project.	This criterion encourages applicants to demonstrate evidence of how students are directly involved throughout the project.
Jurors may consider the following points: <ul style="list-style-type: none"> • Process and concept the project • Creativity of project • Demonstrated innovation or risk-taking 	Jurors may consider the following points: <ul style="list-style-type: none"> • Level of hands-on contact time • Student input throughout creative process • Opportunities to communicate ideas, insights and point of view • Opportunities to collaborate with peers and broader community
Curricular Connections (20%)	Project Scope (10%)
This criterion encourages applicants to identify opportunities for curricular connections and the ways in which they will be explored through the project.	This criterion relates to the level of clarity and detail used to describe the project and its overall feasibility.
Jurors may consider the following points: <ul style="list-style-type: none"> • Identified curricular opportunities • Relevancy and depth of learning • Rationale for chosen curriculum topics • What life the project may have after completion 	Jurors may consider the following points: <ul style="list-style-type: none"> • Clear articulation and focus of the project • Feasibility of budget and proposed timeframe • Defined roles and expectations of artist and educator • Evidence of community support (e.g. PAC, community organizations, school district, etc.)

Please note: The above list is intended only to serve as examples of how an application might demonstrate the four criteria, and is not a comprehensive checklist.

Artists in the Classroom grants are disbursed by ArtStarts in Schools and funded by [BC Arts Council and the Government of British Columbia's Creative Futures program](#)

Awards

AIC grants can fund up to 70% of total project costs. The remaining 30% of costs must be covered by other sources secured by the applicant including contributions from the school district, school, PAC, private sponsors and individual donations.

- up to \$3,500 for small- to medium-scale projects
- up to \$10,000 for large scale projects
 - Large-scale projects are projects that may unfold over an extended period of time, involve multiple artists or engage the entire school.
 - A limited number of large-scale grants are awarded per intake.
 - Large-scale grant recipients will be required to document their project and provide regular updates throughout the process of their project; specifics will be provided at the time of the Grant Agreement.

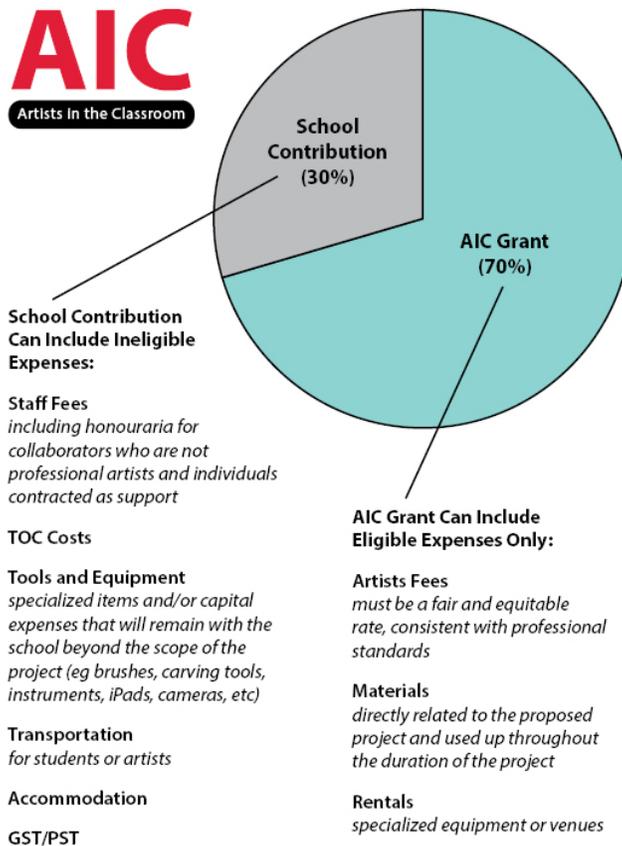
Budget

All applicants are required to submit a detailed and balanced budget that includes a clear breakdown of all expenses and revenues associated with the project.

- Projects should aim to employ artists at industry standard rates.
- Budgets must only include expenses directly related to the proposed project.
- Budgets must show a clear breakdown of the proposed artist fees and material costs involved.
For example: Stella in-class 6 weeks x 4 classes/week x 1.5 hours/class x \$65/hour = \$2340

The following chart illustrates the breakdown of eligible and ineligible expenses:

Artists in the Classroom grants are disbursed by ArtStarts in Schools and funded by [BC Arts Council and the Government of British Columbia](#)'s Creative Futures program



How to Apply

- Application forms are updated regularly. Download the most current application form online: artstarts.com/aic
- There are three distinct sections on the application:
 - Application Information
 - Fill this section out while referring to the Eligibility Criteria section of the Grant Guidelines.
 - Ensure that your application fits within the Eligibility Criteria.
 - Ensure all required supplementary materials (e.g. Artist CV) are submitted with your application.
 - Project Summary and Short-Answer Questions
 - Fill this section out while referring to the Assessment Criteria section of the Grant Guidelines.
 - Consider how you are demonstrating that your project fulfills these assessment criteria.
 - Budget
 - Fill this section out while referring to the Budget section of the Grant Guidelines
 - Ensure you are providing a clear, detailed and balanced budget.
- Submit your typed application as a Word Document attachment by email to aic@artstarts.com

Artists in the Classroom grants are disbursed by ArtStarts in Schools and funded by [BC Arts Council and the Government of British Columbia](#)'s Creative Futures program

Applicant Notification

Applications will be processed within 2-3 months of submission, all applicants will receive a notification letter. Successful applicants will be sent a Grant Agreement form: this agreement requests a finalized budget and timeline and must be completed, signed and returned to ArtStarts before funds are released to the school.

Reporting Requirements

Submit a final report and at least one image 30 days after project completion and no later than June 30, 2018. Applicants receiving AIC grants agree to submit a final report. **Timely reporting is necessary in order for the grant recipient to remain in good standing with ArtStarts in Schools. If an organization and or applicant does not submit a Final Report by the noted deadline, it will become ineligible for future AIC funding.**

Large-scale grant recipients will be required to provide regular updates and documentation throughout the process of their project; specifics will be provided at the time of the Grant Agreement.

For more information, please contact **Laura Aliaga**, Grants Manager
Tel: 604-336-0626 ext 110 | Toll-free: 1-855-292-7826 | Email: aic@artstarts.com