

Southern Alleghenies Museum of Art  
PO Box 9 Loretto, PA 15940  
p: 814-472-3920 / f: 814-472-4131  
aie@sama-art.org

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Dear Artist or Arts Organization:

Enclosed you will find a packet containing an overview of the Artist in Residence (AIR) program and the forms needed to apply for Directory Artist status with the Southern Alleghenies Museum of Art (SAMA). SAMA implements and oversees the Artist Residency program in Bedford, Blair, Cambria, Fayette, Somerset and Westmoreland counties on behalf of the Pennsylvania Council on the Arts (PCA). This program facilitates artist residencies in schools and community settings. You must be a Directory Artist to participate in this program.

We are seeking professional artists who demonstrate excellence in their art form, have the ability to communicate and interact effectively with both student and adult populations, and are able to plan and implement sequential lessons that actively engage participants in the creative process. Artists from all disciplines are eligible and encouraged to apply.

We will begin to accept applications for inclusion in the program January 1, 2010. You must submit the required forms and art samples to SAMA no later than February 12, 2010. A qualified panel will review the submitted applications and art samples and will select candidates for a personal interview. Selections for interviews will be made based upon the artistic quality of the art submitted and the applicant's qualifications as a potential "teaching artist." The interview will be conducted by a panel consisting of professional artists and educators. In addition, an observation of the artist in an education or community setting may be required. The final recommendations for approval are made to the Pennsylvania Council on the Arts. All accepted artists will be included in the statewide Directory of Pennsylvania Artists in Education as well as the regional directory which is published on the web by SAMA and distributed to potential host sites.

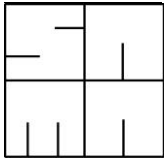
This Application contains the following documents:

- Program Overview
- Residency Overview
- Eligibility/Process
- Application Check List
- Application
- Artistic Narrative
- Work Samples
- Acceptance Requirements

Please read the instructions and follow them carefully. Be certain to include all the required items that are listed on the Application Check List, and the appropriate number of copies. Make sure that all applications materials are postmarked or hand delivered to SAMA.

Please feel free to call me if you have any questions, or if I can be of any assistance as you navigate this process.

Sincerely,  
Jessica Campbell  
Education Coordinator, SAMA-Loretto  
phone: 814-472-3920 email:jcampbell@sama-arg.org



## Program Overview

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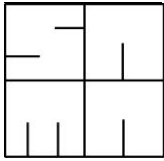
The Southern Alleghenies Museum of Art is in a partnership with the Pennsylvania Council on the Arts to develop initiatives on a regional level that make a significant impact on arts education. Known as the Arts in Education Partnership (AIE), the program is dedicated to strengthening arts education in this region through quality programs, strong partnerships and vigorous advocacy efforts. As a part of that effort, the Artist Residency Program strives to bring the highest quality professional artists into schools and community organizations across the region. The Program currently services Bedford, Blair, Cambria, Fayette, Somerset and Westmoreland counties.

Artist residencies place professional teaching artists in a wide variety of education and community settings. The program emphasizes in-depth involvement in the arts and focuses on the creative process of making art. Professional artists are at the core of the program. Their presence in communities is a catalyst for learning and fosters greater awareness of the role in the artist and the arts in our society.

SAMA's AIE Partnership has over 20 Directory Artists in its program, including dancers, folk artists, musicians, visual artists and writers. Each year, new artists are recruited to the program.

During a residency, participants come to understand the artist's experience, insights, traditions and unique vision. Residencies give participants opportunities to develop confidence, share their own ideas and create as artists.

The school-based residencies include public, private, parochial and charter schools serving elementary, middle and high school students. We continue to develop artist residency partnerships and collaboration with area Intermediate Units, school districts and health and social service agencies. SAMA's Arts in Education Partnership continues to grow and is adaptable to a variety of needs, expectations and situations at all host sites.



## Residency Overview

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### **What is an artist residency?**

Simply put, an artist resides within a school community for multiple days (a minimum of 20 days). While in a school, an artist spends substantial periods of time working intensively with small groups of students ("core groups") on one or more long-term projects. Core groups can be comprised of various grade levels but may not exceed 30 students per group. The number of core groups—up to three—is contingent upon the size of the school community, art form, and goals and objectives of the residency. The artist's role in such work is one of mentor and facilitator, as well as technical adviser on necessary skills.

### **How much time does and artist spend in the school community?**

Outside of the allotted time an artist spends with students, educators, and parents (approximately 3-4 hours of each school day), the artist is encouraged, but not required, to engage in his or her own artistic work in a studio setting on site. This allows students and teachers occasional access to the artist's work and process.

### **What else could an artist do during an artist residency?**

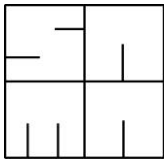
During a residency, an artist may also conduct workshops or in-class presentations outside of the core group. An introductory performance or presentation and an optional final production or culminating event may also be components of a residency.

Another component of an artist residency is a professional development session for teachers, which other adult members of the school community may attend. This allows educators to increase their artistic vocabulary, develop new skills and new ways of integrating an art form into many different subject areas.

An artist residency can also impact the community beyond the school. Arrangements can be made for presentations at a parent group meeting or for a community performance or event, often involving the school students. Through these events, parents and other community members become better aware of a particular art form and gain insight into how arts in education is vital to the development and success of students. This newly gained knowledge may provide the impetus for lending financial support to school arts programs.

### **What will an Artist Residency cost?**

Artist Residencies are funded by the host sites with matching funds provided by the PA Council on the Arts as administered by SAMA. Artists participating in the program have a minimum daily rate of \$185 as set forth by the PCA. However, artists may choose to charge a higher daily rate and are free to negotiate a higher rate with the host site. Matching funds are granted to cover eligible expense, which include artist fees, mileage and materials. Mileage is reimbursed when the artist travels 50 or more miles, one way, to the host site.



## Eligibility/Process

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### **Artist Eligibility**

- Individual artists, ensembles or companies may apply.
- Artists, artists' ensembles or companies that intend to work in multiple disciplines must demonstrate their qualifications and be approved to work in each discipline.
- Artists, artists' ensembles or companies may not simultaneously receive funding from both the Arts in Education Program and another PCA grant funding source for the same residency project.
- Artists, artists' ensembles or companies applying for the Directory must have time available to participate in residency activities.
- Preference is given to Pennsylvania residents, although outstanding artists from other states will be given consideration.

### **Selection Criteria-** Applicants are selected for the program based on:

- Artistic excellence demonstrated by submitted samples of the artist's professional work, not work created with students.
- Observed evidence of the ability to interact and communicate effectively with children and adults.
- The ability to develop and implement a residency plan with educational or community partners.
- Evidence of continued development, keeping current with one's discipline, as shown in the resume.
- Authentic conceptualization and presentation of culturally specific arts, especially folk and tradition, evidenced by work samples.
- Additional consideration will be given to artists who demonstrate the ability to work with special needs populations, evidenced by letters of recommendation and direct observation.
- A panel, convened by SAMA, to review artist applications.

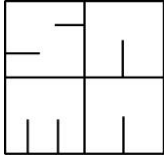
### **Observation, Training and Planning**

- Qualifying artists will be observed prior to being recommended to the state. These observations may be in pre-existing residencies or will be arranged through SAMA.
- Qualifying artists who are recommended to and approved by the state will receive training in working within the guidelines or the residency program. This training will be designed to reflect the articulated needs of the artists, schools and community settings.
- A residency planning meeting will be convened with the artist and host-site coordinator prior to the beginning of a PCA funded residency.

### **Questions/Assistance?**

This process requires many steps, attention to detail and thoroughness. We realize that you may have questions along the way. Please feel free to call with any questions or concerns, or for any clarification. Technical assistance is available Monday-Thursday, 9:00 a.m.- 4:00 p.m. by calling or emailing:

Jessica Campbell  
Education Coordinator  
(814) 472-3920



## Application Check List

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Applicant Name: \_\_\_\_\_

Use this check list to ensure you have submitted all required documentation. All applicants MUST provide the following materials in the order listed below. Please collate all documents with paper clips. Please do not use staples.

- |   |                  |
|---|------------------|
| <input type="checkbox"/> Application Check List                               | 1 copy           |
| <input type="checkbox"/> Application  | 2 copies         |
| <input type="checkbox"/> Artistic Narrative                                   | 2 copies         |
| <input type="checkbox"/> Professional Resume (1-2 pages)                      | 2 copies         |
| <input type="checkbox"/> Two Letters of Recommendation                        | 2 copies of each |
| <input type="checkbox"/> Work Samples & ID List                               |                  |
| <input type="checkbox"/> Self-addressed, stamped envelope (to return samples) |                  |
| <input type="checkbox"/> Publicity Materials (optional)                       | 1 copy           |

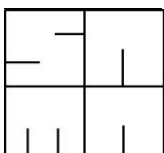
### Letters of Recommendation:

Letters of Recommendation should be from individuals who are familiar with your teaching ability, i.e. school personnel, regional art center staff or residency coordinators, and NOT from individuals who have curated or published your work.

### Work Samples: (please check the type(s) of samples included)

- Slides/CD-ROM
- DVD
- Poetry, Fiction, or Creative Writing
- Manuscripts and Scores

For clarification, please refer to the Work Samples sheets. Please note, work samples are to show your own best artistic work, not work produced by your students. However, the work samples should support the work you propose to do in residency activities.



Southern Alleghenies Museum of Art

Application

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Applicant Name: \_\_\_\_\_

Contact Person (companies/ensembles): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

Phone (day): \_\_\_\_\_ (evening): \_\_\_\_\_ (cell): \_\_\_\_\_

Email: \_\_\_\_\_ Website URL: \_\_\_\_\_

**Check the one (1) discipline that BEST describes your work:**

- Craft                       Interdisciplinary Arts\*                       Music                       Theater
- Dance                       Literature                       Music/Opera                       Design/Architecture Arts
- Folk Arts\*\*                       Media Arts                       Photography                       Visual Arts

\*An artist who integrates two or more arts disciplines to form a single work.

\*\*Traditional arts, handed down within a community or culture.

**Specific Art Form:** Please list only one art form which represents your strongest area of work and the art form you propose for PCA residencies, for example—actor, playwright, choreographer, sculptor, painter, storyteller, composer.

Art Form: \_\_\_\_\_

**Counties of PA in which you are willing to work:** (please check all that apply)

- Bedford                       Blair                       Cambria
- Fayette                       Somerset                       Westmoreland

**Age range(s) for residencies:** (please check all that apply)

- Early Childhood (3-5)                       Elementary (6-11)                       Middle (12-14)
- Secondary (15-18)                       Adult (19-55)                       Senior (55+)

**References:** (please list two)

Name: \_\_\_\_\_ Name: \_\_\_\_\_

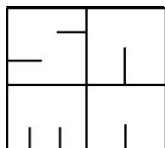
Organization: \_\_\_\_\_ Organization: \_\_\_\_\_

Phone: \_\_\_\_\_ Phone: \_\_\_\_\_

I, the undersigned, certify that:

1. The information contained herein and in all attachments and supporting materials is true and correct.
2. I understand that this is a request for inclusion in the Pennsylvania Council on the Arts' Statewide Artist Directory and SAMA's Regional Artist Directory, and that such inclusion is not a guarantee that I will be selected to participate in an artist residency.
3. I agree that any project resulting from this request will be operated in accordance with the Pennsylvania Council on the Arts' residency requirements.

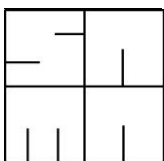
Signature of Artist Applicant (Manager for company/ensemble)                      Typed/Printed Name                      Date



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Please answer the following questions using no more than three (3) sheets of 8 1/2 x 11 paper total, single sided, employing size 10 or 12 font. Your responses to these questions are very important to the panel process and should be reflective of the work you plan to do in your residencies. Please number your responses and restate the question in bold font. Be sure to include your name at the top of each page.

1. Why do you want to participate in the artist residency program?
2. Artist residencies integrate a specific art form into the school or social service agencies core curriculum. Describe a model residency plan, with detailed sequence of activities and evaluation procedures, which reflects your art form infused with the core subjects. Keep in mind that a residency is a minimum of twenty (20) days and should have a community component or culminating event.
3. What else should we know about you that relates to your qualifications to be included in the residency program? Include any educational and professional training that has prepared you to teach your art form.
4. What is your availability in reference to doing residencies? For example, specify if there are only certain times of year/months that you are available.
5. (Address this question only if you are currently a PCA directory artist and are up for re-rostering.) As a professional artist, how do you keep current with trends in your particular discipline and continue to develop your creative process and art form.



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The Pennsylvania Council on the Arts and the Southern Alleghenies Museum of Art charge the panel to focus primarily on the artistic quality of your work. With this in mind, you should pay close attention to your choice of work samples to submit. The technical quality of your sample should allow clear viewing of and/or listening to the work. Work samples should be chosen to demonstrate your artistic ability, not to show work produced by students under your guidance. Samples should also support the work you plan to do in residency activities. Application not containing work samples will be considered incomplete.

**Please follow these recommendations:**

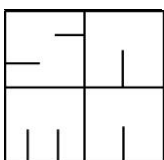
Any work samples that are submitted should be copies, not originals. The accompanying list should completely and accurately reflect the work samples and their contents. **To ensure return of your work samples, please enclose a self-addressed stamped envelope with sufficient postage.** You may also pick them up at SAMA once the review process has been completed.

**Poetry, Fiction or Creative Writing**

- Work should be typed or printed
- Please use size 12 font
- Submit work with a corresponding list containing:
  - » Title
  - » Date Completed
  - » Where and when published
  - » Locations and dates of any public readings of submitted work
- Poetry
  - » Submit a maximum of ten (10) pages
- Fiction and non-fiction
  - » Submit a double-spaced manuscript of a maximum of fifteen (15) pages
  - » Do not send original manuscripts or photocopies of published works

**Slides/CD-ROM: Visual Arts, Crafts, Architecture or Design Arts**

- Please submit a maximum of ten (10) 35mm color slides
- Slides need to show your work clearly
- Detail shots should be included
- Sharp focus and adequate lighting will allow the panel to see your work at its best
- On the front of each slide should appear:
  - » Slide number (1-10)
  - » Dimensions of work in inches (height x width x depth)
  - » Date of the work
  - » Title of the work
  - » Your name
  - » An arrow indicating the top of the slide
- A list of slides with their corresponding numbers and information should be included
- If a slide illustrates a detail of a previously list work, it should be indicated on the slide and the list
- As an alternative, you may submit your work digitally on CD-ROM, making sure that it is readable on Windows platform





**Videotape/DVD: Theater, Dance, Media Arts, Storytelling or Interdisciplinary Arts**

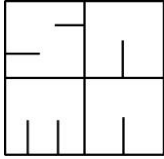
- 1/2" VHS tapes only
- Please include two (2) works on tape, with your strongest work first
- Interdisciplinary artists should submit at least one complete work
- Include the entire scene, ensemble or space and make sure the scene is clearly lighted
- Tapes should be cued to what you want the panel to view
- Label the tape with your name and the title(s) of the work(s)
- Create a list to accompany the work(s) that includes:
  - » Title(s)
  - » Cue marks, in minutes and seconds
  - » Duration
  - » Date of work
  - » Where the piece was performed and number of performers
  - » Production credits (so that your role in the work is clearly identifiable)
- Professionally produced tapes are not required, but keep in mind that the panel should be able to see/hear the contents clearly enough to evaluate the work
- Equity Actors note: Please submit a high quality video of a monologue or scene staged informally

**Audio Cassettes and CDs: Music or Media Arts**

- Audio cassettes should be high bias (chrome or metal) with Dolby B noise reduction
- Include three (3) works on cassette or CD
- Cassettes should be cued to what you want the panel to hear
- Put your strongest work first
- Create a list to accompany the work that includes:
  - » Your name
  - » Title(s)
  - » Composer's and librettist's names (if music recording)
  - » Cue marks, in minutes and seconds, or track numbers
  - » Duration
  - » Date of work
  - » Where the piece was performed and number of performers
  - » Production credits (so that your role in the work is clearly identifiable)
- Professionally produced tapes are not required, but keep in mind that the panel should be able to hear the contents clearly enough to evaluate the work

**Musical Scores: Music Composition**

- Submit one copy of bound scores of two recent original works
- Include an audio cassette recording or CD of the scores (see audio cassette or CD requirements above)



## Acceptance Requirements

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### Should you be selected for inclusion in the statewide Artist Directory, the following information will be required:

**Artist's Personal Statement** This could include your artistic philosophy, your vision or possible residencies, and /or your particular interests in curriculum connections. This statement should catch the eyes of possible residency host sites and give life to the creative process that you propose to share with the students and faculty. Please do not exceed 150 words.

**One Photo, no less than 3" x 5"** This is a photo of you! We invite you to send a clear photo that captures the creative energy of you and your art form. Obviously, this is easier for theater and movement artists, but visual artists and writers can do this too. A portrait shot will work, but think of the person at the host site leafing through the directories looking for energetic, exciting artists to give life to the creative process. Digital submission of photos is encouraged.

### Form W-9

### Act 34 & 151 Background Clearances

#### Fee Structure Confirmation

The Pennsylvania Council on the Arts (PCA) requires that artists be paid a minimum of \$185 a day for PCA-supported residencies and projects.

Is the rate of \$185 per day acceptable?  Yes  No

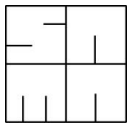
If not, what rate would you require: \_\_\_\_\_

#### Counties of PA in which you are willing to work: (please check all that apply)

- |                                  |                                   |                                       |
|----------------------------------|-----------------------------------|---------------------------------------|
| <input type="checkbox"/> Bedford | <input type="checkbox"/> Blair    | <input type="checkbox"/> Cambria      |
| <input type="checkbox"/> Fayette | <input type="checkbox"/> Somerset | <input type="checkbox"/> Westmoreland |

#### Age range(s) for residencies: (please check all that apply)

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Early Childhood (3-5) | <input type="checkbox"/> Elementary (6-11) | <input type="checkbox"/> Middle (12-14) |
| <input type="checkbox"/> Secondary (15-18)     | <input type="checkbox"/> Adult (19-55)     | <input type="checkbox"/> Senior (55+)   |



Return completed application to:  
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Phone: 814-472-3920 • Fax: 814-472-4131 • E-mail: [jcampbell@sama-art.org](mailto:jcampbell@sama-art.org)

This project is made possible through the AIE Partnership of the Pennsylvania Council on the Arts, a state agency. It is funded by the citizens of Pennsylvania through an annual legislative appropriation, and administered locally by the Southern Alleghenies Museum of Art. The Pennsylvania Council on the Arts is supported by the National Endowment for the Arts, a federal agency.

