

GUIDELINES FOR 2022-2023 LONG-TERM RESIDENCY

DUE DATE: February 1, 2022, 5 p.m. EST

PLEASE NOTE THAT NO EXTENSIONS WILL BE GRANTED

GRANT ACTIVITY PERIOD: September 1, 2022 – August 31, 2023

Agency Mission
To strengthen the cultural, educational, and economic vitality of Pennsylvania's communities through the arts.

Overarching Value: Diversity, Equity, and Inclusion
Promote equitable access for all Pennsylvanians to participate fully in a creative life and in the diverse forms of arts and culture in the commonwealth.

arts.pa.gov

Description

During 2022-2023, the Pennsylvania Council on the Arts (PCA) will support a limited number of Long-Term Residency (LTR) projects, depending upon appropriation and availability of funds.

LTR project funding supports long-term, in-depth interaction among teaching artists, host sites, and students/participants through workshops and classes sponsored by schools, nonprofit community organizations and units of government. All PCA-funded LTR projects require that matching funds be provided by the host site.

Projects should enable the participants to experience the art form(s) involved and to develop their skills and creativity through said art form(s). Each project is locally designed and developed by the teaching artist, the project director and host site.

Applicant eligibility

- Nonprofits, organizations, or units of government, including but not limited to:
 - Schools
 - Libraries
 - Correctional institutions
 - Veteran homes
 - Senior centers
 - Healthcare institutions
 - Community centers
- Teaching artists may only be a part of one application per grant contract year.

LTR project requirements

Each LTR project must:

- Be constructed as a collaboration of the project director, host site staff and teaching artist;
- Have defined and measurable goals and objectives;
- Include time to conduct at least one professional development workshop for faculty, administrators, staff, and community as appropriate;
- Engage participants in the creative process through appropriate activities that support the goals and objectives of the project;
- Include time to conduct evaluation planning, data collection and data analysis;
- Have a plan and mechanism to document and share the evaluation information with the community, school board, host site administration and the PCA; and
- Have the project director submit at least three observation reports over the course of the project to the PCA.

LTR funding

- The PCA will support LTR projects up to \$15,000.
- Participating LTR host sites must commit to a 2:1 cash match.
- Eligible expenses include: teaching artist fees and travel; visiting artist fees and travel; project director administrative fees; professional development for teachers, artists, host site, community; culminating event/performance costs; project supplies; and documentation and project evaluation.

Funding process

- Applications are submitted online by February 1, 2022.
- PCA staff will review applications and facilitate a panel review.
- Applicants will be notified of the status of their application.
- Contracts will be issued in the fall of 2022.
- Final reports for these awards will be due 30 days after the close of the grant activity period.

LTR submissions must include the following

- A statement/letter of agreement confirming that the host site leadership has read and understands the project requirements, and that the host site is able to provide the appropriate match requirement, if selected for project funding. This letter of agreement must be drafted, put on letterhead, and signed by the host

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leadership/school administrator.

- Current professional and teaching work samples for ALL the proposed project artist(s).
- Current résumés for the proposed project director and lead teaching artist.
- Sample lesson plan and evaluation tools. These do not have to be the plan or tools for the proposed LTR, but rather should be samples from another project in order to demonstrate proficiency.

LTR Application Review Criteria

Artistic Quality and Professionalism of the Artist(s):

- Quality of work samples submitted;
- Ongoing professional experience as an artist/teaching artist;
- Quality of teaching skills as demonstrated by past experience in collaborative efforts, educational or artistic experience, and experience as a teaching artist; and
- Evidence of commitment and preparedness to work with the teacher/project director as a team.

Quality of Project Design:

- Project description;
- Proposed schedule;
- Completeness and adequacy of project supplies/equipment list and overall budget; and
- Evidence of the likelihood of effectiveness for using the arts through a sustained and authentic partnership between an artist and a teacher/project director to meet the project goals.

Evidence of Support for the Proposed Project:

- Commitment to the project goals of those involved, including match;
- Past successful efforts in arts education, artist residencies, and the success of those efforts;
- Evidence of the likelihood of success and of a plan to provide for continuation of efforts beyond PCA support;
- Strength of leadership's goals and purpose to serve as the host site;
- Commitment to observing and evaluating the project by appropriate administrator(s);
- Commitment to sharing what is learned from the project with others within and outside of the host organization as the project progresses and after it has been completed (in-service for other teachers, engagement opportunities for community members, partner agencies, etc.);
- Capacity to document and evaluate the impact of the project on participant learning and teacher/project director effectiveness and satisfaction; and
- Strength of teacher's/project director's rationale to serve as an artistic team partner.

How to apply

STEP 1 READ THIS DOCUMENT.

STEP 2 APPLY THROUGH Pennsylvania Department of Community and Economic Development's (DCED) Electronic Single Application (ESA) platform: <https://www.esa.dced.state.pa.us>

STEP 3 Select the Long-Term Residency application type

STEP 4 SUBMIT ONLINE by February 1, 2022. No hard copies are required

***Please note that you MUST [sign up for ACH grant payments](#), if you have not already done so.**

Need help?

- For technical and login questions, contact DCED customer service at: **800.379.7448**
- For all questions, concerns and issues with Keystone Login call: **877.328.0995**
- For questions about **content and attachments**, contact Jamie Dunlap at jadunlap@pa.gov