



Newfoundland and Labrador Arts Council

School Touring Program

Purpose:

The **School Touring Program (STP)** is available to professional artists, groups, and not-for-profit arts organizations to support significant touring productions to schools throughout the province. Offered in partnership with the Department of Education through its Cultural Connections Strategy, the program provides students with direct access to high quality artistic experiences. The program covers touring costs only (i.e. travel, accommodation, per diems, artist and technician fees, tour administration, royalties, and limited rehearsal).

Eligibility:

This program is open to all artistic disciplines served by the NLAC (dance, film, multidiscipline, music, theatre, visual arts, writing)

Professional Individual Applicants:

- Must be Canadian citizens or have Permanent Resident Status
- Must be residents of Newfoundland and Labrador for a minimum of twelve consecutive months at the time of application
- Must be at least eighteen years of age or hold post-secondary standing

Professional groups and not-for-profit arts organizations:

- Must have the development of the arts as its **primary** mandate
- Must have been active in Newfoundland and Labrador for a minimum of twelve consecutive months at the time of application
- Must have at least half its members (for groups) or board members (for organizations) residing in Newfoundland and Labrador
- The majority of members must be at least eighteen years of age or hold post-secondary standing
- Must pay artist fees of an acceptable national standard

If you have any concerns regarding eligibility, please contact the program manager before submitting an application.

Application deadline: June 15

(for tours between September and June)

Maximum grant:

The maximum grant is \$20,000. A professional artist, group, or not-for-profit arts organization can apply for one STP grant per school year.

Program guidelines:

- A full grant of \$20,000 requires at least 10 presentations/performances, or 7 if the tour includes one

or more stops in Labrador or communities on the south coast of the island that are not accessible by road. At least two thirds of the presentations/ performances must be in rural schools.

- Applicants are required to include workshops and/or enrichment activities that allow students to actively explore an art form as part of their visit to a school.
- All projects are artist led, but *a teacher is required to be in the classroom at all times*. Teachers are encouraged to participate in the project as fully as possible.
- Presentations/performances must be for students only. They must be designed for school audiences, and must be age-appropriate in presentation and subject.
- Schools and individual students must **not** be charged a fee for the presentation/performance.
- Presentations/performances should enhance or support aspects of the school curriculum and explore Newfoundland and Labrador culture past or present.
- All applications must be submitted on the official STP application form. (Ensure you have the latest version.)
- Capital costs (purchase of vehicles, equipment, instruments etc.) are **not** eligible for funding.
- Artist fees or travel costs must be for people 18 years of age or older.
- Applications must include a script, video, or other document of the planned presentation/performance.
- Successful applicants must submit written confirmation from the schools they will visit before a grant cheque will be released.
- Retroactive applications cannot be considered.

Assessment:

Applications are reviewed by a five-member committee made up of artists and teachers from across the province. Decisions are reviewed and ratified by Council. Government members of Council and NLAC staff do not vote.

Final report:

A final report is required within three months of the project end date. Late final reports will restrict eligibility for future NLAC funding. A final report form is available from the NLAC office or website.

For more information contact:

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Newfoundland and Labrador
Arts Council

School Touring Program Grant Application Form

*You cannot save data typed into this form. Application forms cannot be submitted electronically. Please print and sign the completed form and submit it in hard copy. Applicants must submit **6 completed copies** of the application form and project description, and **5 copies** of support material. Only fully completed applications received by the grant deadline will be considered.*

NOTE: If your application is successful, the **cheque** will be **made payable** to the **INDIVIDUAL, GROUP** or **ORGANIZATION** listed below.

for office use only - FILE NUMBER:

NAME (individual, group or organization):

MAILING ADDRESS:

CITY:

POSTAL CODE:

PHONE: (H)

(W)

FAX:

E-MAIL:

WEBSITE:

CONTACT PERSON:

PROJECT TITLE:

BRIEF OUTLINE OF PROGRAM TO BE PRESENTED AT SCHOOLS (*one or two sentences to be used in a media release if your project is funded*):

PROJECT TO START BY:

(Date)

AND END BY:

(Date)

DETAILED PROJECT DESCRIPTION: Please attach a typewritten or hand printed project description (2-6 pages) detailing the following:

- A description of the activity to be presented to schools including grade levels and numbers of students involved, and why it is important to tour this presentation to schools
 - How the presentation links to the school curriculum
 - The perceived benefits of this visit to the students and teachers
 - A description of workshops or other enrichment activities offered in addition to the main presentation
 - A tour timeline and list of at least 10 potential participating schools
-

GRANT APPLICATION CHECKLIST: Applications **must** include the following attachments:

Up-to-date resumes of key artistic personnel

A script, video, DVD, CD or other documentation of the presentation to be shown to students

Other relevant support material (reviews, press clippings, brochures, etc.)

DECLARATION

By the following signature the applicant declares that:

- All statements made in this application are true.
- Any funds awarded will be used solely for the purposes stated therein, otherwise the monies will be returned to the Newfoundland and Labrador Arts Council.
- Any publicity or promotional materials related to the work shall acknowledge the assistance of the Newfoundland and Labrador Arts Council and the Newfoundland and Labrador Department of Education through its Cultural Connections Strategy. It shall also include the NLAC logo and the Provincial Government logo.
- I have been authorized by the board/membership of the applying group/organization to sign this proposal on their behalf. (For groups and organizations only.)
- I accept the conditions of the STP and will accept the decision of the peer assessment committee.
- I have submitted all final reports due for previous NLAC grants to this applicant. I understand that any funding awarded for this project will not be released until all final reports due have been submitted.

Signature of applicant

Date

BUDGET INFORMATION

Give specifics and amounts for each category applicable. A more detailed budget may be attached.

- a) Flight, Vehicle Rental and/or Mileage a) \$

- b) Accommodations b) \$

- c) Per Diems (max \$40/full day per person) c) \$

- d) Artist and Technician Fees d) \$

- e) Materials, Equipment Rental, etc. e) \$

- f) Administration (office, publicity, etc.) f) \$

- g) Other Costs (specify) g) \$

Budget Summary:

- h) **Total Project and Travel Expenses** h) \$

- i) **Total Income** from sources **other** than the STP i) \$
(State source and the amount anticipated or confirmed. Indicate confirmed funding with an *.)

- j) **Total Amount Requested** from the STP (h-i = j) j) \$