

ARTIST RESIDENCY PLANNING FORM

Developed and prepared by the Resident Artist, the site-coordinator, the principal,
and the Pittsburgh Center for the Arts.

Host Site: _____ District (if applicable): _____
Address: _____
Phone: _____ Fax: _____
Site Administrator/Principal: _____ Email: _____
Site Coordinator: _____ Email: _____
Title:/Grade Level(s) of Site Coordinator: _____
Artist(s): _____ Art Form: _____

Please give as much detail as possible when planning your Artist Residency Project. You may attach pages.

1. Residency Goal: What is the primary reason the artist is at this site?

2. Objectives towards the Goal: What will be done to fulfill this goal? What are the steps taken to achieve this?

3. Curriculum Connections or Standards to be met: If applicable, list ways in which the Resident Artist will connect with what the students are studying in other curriculum areas or how the project will assist in meeting state standards.

4. Core Groups: Each core group may not exceed 30 students, with a total of no more than 3 core groups. Smaller, focused core groups are preferable. Please list the grade level (if applicable) and number in each core group, e.g. 3 core groups of 5th graders 25, 23, 30 = 78 total.

5. Other Groups: The Resident Artist should be accessible to other groups of students on a limited and practical basis, e.g. a special workshop with a different grade level or a whole school introduction with slides or a performance.

6. Space/Set-up/Technical Requirements: What does the Resident Artist need to make this work? What will the site provide?

7. Schedule: A general plan of action that addresses the needs and expectations of the site as well as the realities of the creative process. This may be done by daily, weekly, or quarterly plans, as long as everyone is satisfied with the outcome. Please list specific dates and times.

8. Teacher Involvement and Responsibilities: How will the teacher work with the Resident Artist through this Residency Project? Be as specific as possible at this point.

9. Other Teacher or School Involvement: For example: a hands-on workshop, a book list made available, related websites, a collection of relevant information distributed.

10. Parental/Caregiver/Community Involvement: What are some ways that parents/caregivers/community can become involved in this Residency Project?

11. Presentations/Performances/Exhibitions: How will the participants' efforts be recognized and validated? How will they share their knowledge and work?

12. Assessment/Evaluation: How will participants be assessed during the Residency Project? After? How will the Residency Process and Project be evaluated?

13. How will what is learned during the residency be used in the future? By participants? Teachers? Administrators?
