

a r tspace

an afterschool arts program

Phoenix Office of Arts & Culture
Request for Proposals
2008-2009 Guidelines

Call to Artists,
Urban Designers, Landscape Architects,
Architects

Submission Deadline:
Tuesday, August 26, 2008
5:30 p.m.

200 West Washington – 10th Floor
Phoenix, AZ 85003
Phone: 602-495-0189
e-mail: jocelyn.hanson@phoenix.gov

What

a r tspace

an afterschool arts & design program
a place for you and your ideas
a place to explore, discover and create

The Phoenix Office of Arts & Culture is seeking program providers for an afterschool 'learning through the arts' initiative. Phoenix schools with 21st Century Community Learning Centers will host this program during the 2008-2009 school year.

The **artspace** initiative is a partnership between the Arizona Department of Education, the Phoenix Office of Arts & Culture, ASU Herberger College of the Arts, American Society of Landscape Architects, Arizona Chapter and the Arizona State Library.

Why

The **mission** of the program is to produce quality learning experiences based on the arts for students and their families. This will be accomplished by offering 21st Century Community Learning Centers access to innovative arts experiences and professional development.

The **vision** is to establish a new model of educational experience to ensure students are self-confident and successful in school and can make a positive impact in their community. The purpose of the program is to develop the abilities of students to create work and respond to creative work in many disciplines. These capabilities influence their mental development and personal dispositions, and build the skills they will need for the imagination and innovation necessary for the 21st Century workplace.

The partnership is committed to a student-centered approach based on research about creativity, imagination and innovative thinking. Students will be active participants in the learning process and teaching artists the facilitators of these active learning experiences.

Since collaborative learning and work is essential to student success, we are committed to extending learning activities to families and caretakers.

How

Program Standards

Arts learning **programs** will need to:

- be learner centered
- be based in the creative process
- be innovative in design and offer students unique opportunities to experience something they can not experience in school
- be a laboratory for encouraging thinking, investigation, exploration, and risk-taking.
- inspire artistic excellence, intellectual passion and the ability to make connections
- focus on building the skills students will need in order to succeed in a dynamic, cross-discipline, media-rich 21st Century workplace
- generate a creative mix across disciplines, social commitment, scholarship and imagination
- challenge students to generate ideas, to recognize and analyze their ideas and the ideas of others
- explore issues of identity and community
- establish partnerships with groups including volunteers, schools, community-based organizations, youth-serving agencies, business leaders and institutions of higher learning
- connect to the school day learning in math, reading, writing, science and/or social studies
- include family involvement
- have a monitoring system to track the program and a flexible design for quick adjustment

Arts learning **providers** must:

- relate to youth in positive ways by challenging them to think and share their thoughts, treating them with respect, listening to what they say and building on their thinking
- engage youth in activities that involve them in exploring their own creativity and in learning to discover and understand the creativity of others
- encourage youth to make choices and to develop skills of observation, investigation, discovery, analysis, making connections, and invention
- use positive techniques to guide behavior of youth
- buy supplies and materials necessary for program
- commit to on-going training throughout the course of the year
- be fingerprinted and pass the clearance requirements of each participating school

- submit sample session plans to the POAC along with their application form and upon request during the term of their contract to provide service
- participate in on-going evaluation activities required by the site or artspace director
- attend meetings and other gatherings outside of instructional time that may be required by the 21CCLC site

21st Century Community Learning Center **sites** must:

- provide adequate facility space
- provide adequate storage space for artists
- provide scheduling, recruitment and retention of students with the assistance of the artspace arts learning provider(s)
- identify a teacher or an arts specialist to be involved in the program
- provide transportation home
- provide nutritional snacks
- provide information on all safety policies, discipline procedures and name of site coordinator or point of contact
- ensure communication and a positive environment between the school, the afterschool program and the artspace arts learning provider(s)

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Evaluation Criteria for Creating Innovative Arts Learning Experiences

Applications are evaluated and ranked by panelists using the criteria listed below. Because your application will compete with other proposals, be sure to address as many points under each criterion as possible in your application.

Helpful Hint: Tear out or print this page and refer to it as often as you need when writing your application

Program Quality

- Relationship between artspace goals and proposed arts learning activities
- Description of questions that will be explored
- Qualifications, background and experience of the artists or consultants involved
- Effective use of the artists/consultants' skills in the program
- Quality and usefulness of instructional materials proposed for the program

Planning

- Strong planning for logistics of the arts learning program
- Clear statement of instructional methods to be used
- Efforts to involve families
- Effective plan for assessing student understanding (please include a sample assessment method)

Education Strategy

- Addressing design of learning experiences, content delivery, practice and assessment
- Effective integration of the arts program skills into the school day learning
- Relationship of proposed program to the Arizona academic standards for Arts as well as Language Arts, Mathematics, Sciences and/or Social Studies

Budget

- Appropriateness of the program costs to the services provided and the number of participants in the program
- Balanced and accurate program budget

Ability to Complete Program

- Available resources and expertise to administer the program
- Experiences of past programs in which the organization or artist(s) has participated in school-based programs or as a teaching artist

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Application Form

Name _____ Phone _____

Address _____ E-mail _____

Program Title _____ Art Discipline _____

Grade Level Preference: ___ K-2 ___ 3-6 ___ 7-9 ___ 10-12 ___ or all grade levels

Instructions: Please type application or use a computer. This application can be downloaded from the Phoenix Office of Arts & Culture website:

www.phoenix.gov/ARTS.

Narrative (Maximum length is 3 one-sided pages)

Overview of Program: Describe your program in terms of its child-centered and innovative qualities. What new skills and knowledge will students develop in your class? How will this program be different from the regular school day? How many hours per day, how many days of the week and for how many weeks will your program be planned? Are you available for intersessions or summer programs? Is there a culminating event or showcase of student work? How will this develop out of your daily work?

Program Content:

Outline a general plan for daily instruction – from start to end. Please include ideas for connecting your program with the arts standards and one or more of the other content areas (such as reading, math, writing, science, social studies, etc.) Address content delivery, practice and assessment in your proposal narrative. (Attach a sample session plan.) Will there be one artist or a team of artists? Could they serve more than one site on a rotating basis? Describe how you will involve families. What field trip(s) would you plan that will reinforce in-class learning?

Artist Information:

List name of the teaching artists or arts group involved in your program. Provide information on their qualifications, background and experience.

Ability to Complete Project:

Briefly describe how the arts organization's staffing will administer the program as well as how involvement in **artspace** helps meet the organization's mission or goals. An individual artist should respond to what they hope to achieve by teaching in an afterschool program.

Program Description: In promotional materials, how would you like to introduce your program and entice students to participate? (short paragraph, please)

Cost of program:

Based on the following structure, what will your fees be for a 5-week, semester or year-long program? The structure at each site may be different.

1. 20:1 student to teaching artist ratio
2. 1.5 – 2 hrs per day during the regular school year
3. 4 hours per day during intersession and summer (1-2 weeks)

Fee Structure:

Personnel cost estimate*: \$ _____ /hr X _____ hrs/day = \$ _____ X _____ days/wk = \$ _____ X _____ wks = \$ _____ X Number of artists _____ = \$ _____

*Include all costs for personnel to provide service (e.g. travel time and mileage, time for on-site and off site preparation)

Supply cost estimate: \$ _____

Equipment cost estimate: \$ _____

Field trip cost estimate: \$ _____

Total estimated cost of proposed program: \$ _____

Application Deadline: Submit one completed application to: Phoenix Office of Arts & Culture (POAC), 200 West Washington – 10th Floor, Phoenix, AZ 85003-1161. The final deadline for submission is **Tuesday, August 26, 2008**. Applications must be postmarked by this date or hand-delivered to the POAC Office by 5:30 p.m. Late applications will not be accepted.