



**ARTSWEEK 2018
CALL FOR PROPOSALS, GUIDELINES & APPLICATION FORM**

Artsweek 2018
SEPT 21 –SEPT 30 2018
Deadline: January 3, 2018 at Midnight
www.artsweekptbo.com
infoartsweek@gmail.com

Background

Artsweek is Peterborough’s “festival of the arts - an extravaganza of music, literary and spoken word arts, puppetry and kid’s programming, media arts, visual arts, dance, theatre and performance of all kinds, unfolding in public spaces and established art venues across the City. Beginning in 2018, Artsweek takes place every other year.

Since its beginning as part of the City of Peterborough’s Centennial Celebrations in 2005, this event has brought new work to new audiences in unexpected ways, supported original creation by local artists, and celebrated Peterborough as an innovative, creative community with a vibrant arts scene. Artsweek is produced by the Electric City Culture Council (EC3).

Call for Proposals

Instructions:

If you would like to apply to be part of Artsweek 2018 and receive funding to support your project, please read all the information below before completing the application form at the end of this package. Please use the checklist on the final page to ensure you have included all the required information.

Timeline / Deadlines:

- November 1, 2017 – Call for Proposals
- January 3, 2018 – Call for Proposals Ends (midnight)
- January 10, 2018 - Artsweek Internal Review of Proposals
- January 12, 2018 – Results Announced
- September 21 - 30, 2018 – Artsweek
- October 22, 2018 – Final Reports Due

Programming:

This is an Open Call for innovative projects from any artistic discipline, for any location within the city. This Call for Proposals includes, but is not limited to performance (dance, theatre, multi-disciplinary), visual art (installations, interventions, exhibitions), media arts, writing/spoken word, and any form of music or sound. Individual artists, collectives, ad hoc groups, or arts organizations may propose projects. Pop-ups, one time, continuous or short run project proposals are all eligible. Partnerships and collaborations with other organizations are welcome. Artists are encouraged to explore ideas taking place anywhere in the City.

Artsweek encourages artists working in a variety of disciplines to submit their original ideas for funding to create new work. The overarching programming theme for Artsweek 2018 is “art in unexpected places”. There are no pre-established programs.

Artsweek welcomes submissions from individual artists, curators, and collectives to apply with new project proposals. The festival strives to present projects that reflect and promote the diversity of Peterborough and Canada today.

The programming for the 2018 Festival will remain focused on the downtown core, however Artsweek looks to include some projects located outside of the downtown as well. There are a number of sites that Artsweek is interested in programming, such as the London Street Footbridge, Riverview Park and Zoo and the Peterborough Lift Locks among others. Artists are encouraged to submit site specific ideas for these locations or suggest other potential sites/venues for their projects. Artsweek 2018 will feature fewer projects of a larger scale than in previous years. Artists are invited to submit ideas for art interventions that transform and activate city spaces. Project proposals may include the work(s) of one artist or several.

Financial Support

Artsweek will contribute between \$2000 - \$5000 towards projects, however, artists are highly encouraged to seek out other funding sources to help contribute to the full cost of their projects. Artsweek will support artists in their applications to other funding sources. Most Artsweek events should be free to the public or include a free component.

Eligible Applicants:

Applicants may include individual artists (emerging to established), collectives, ad hoc groups, or arts and culture organizations etc. from the City of Peterborough and surrounding area. Projects must be presented within city limits during the week of September 21st – 30th, 2018.

Artsweek & EC3 are committed to equity and inclusion, and welcome applications from diverse cultural communities within the City of Peterborough including people who are Deaf, hard of hearing or people living with disabilities. If you are a first-time applicant and need assistance with the process, please contact the Artsweek team at: infoartsweek@gmail.com. Please watch social media for an announcement of a public information workshop about applications to Artsweek 2018.

Assessment of Applications:

A Programming Committee selected by the EC3 Board of Directors will review applications/proposals. Projects will be selected based on the following criteria:

- Artistic merit of the project
- Clarity of artist's statement and project description
- Project feasibility (budget and demonstrated ability to carry out the project)
- Available funds, potential impact, and fit with Artsweek's mandate will also be important criteria.

Notification:

Artsweek will email you a notice acknowledging receipt of your submission shortly after the final application deadline. Acknowledgment indicates that your application has been received, not that it is eligible or approved. You will be informed of the results by January 9, 2018.

Successful Applicants:

If your application is successful, EC3/Artsweek will send you a Letter of Agreement.

Artsweek is made possible through the
generous support of:



City of
Peterborough



ONTARIO ARTS COUNCIL
CONSEIL DES ARTS DE L'ONTARIO
an Ontario government agency
un organisme du gouvernement de l'Ontario

Ontario
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Foundation



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Trillium
de l'Ontario

An agency of the Government of Ontario
Un organisme du gouvernement de l'Ontario



Canada
Department of Canadian Heritage



ARTSWEEK 2018 APPLICATION FORM

Artsweek 2018

SEPT 21 – SEPT 30, 2018

Only email applications please!

infoartsweek@gmail.com

Name of lead applicant (who the cheque should be made out to):

Other participants if applicable:

Contact information of lead applicant:

Phone:

Email:

Mailing Address:

*Please check which is the best means of communicating with you *

TITLE OF PROJECT:

PROJECT SUMMARY (25 words maximum): Please include location(s)

PROJECT DESCRIPTION (500 words maximum):

Your Project Description should describe your project in detail (what the project will include and how and when it will be executed and how your project works with the goals of Artsweek).

ARTISTS' STATEMENT (250 words maximum):

What are the artistic goals of your project? What are you trying to do?

Your artist's statement should describe how the proposed work either contributes to your artistic practice or relates to other work you or your team of collaborators is currently engaged in. What do you want the public to know about your work?

LOCATION/VENUE INFORMATION (250 words maximum):

Please describe the location that you have chosen for your project or the type of location that you are seeking for your project (for example: gallery, park, alleyway, parking lot, park, bridge etc.). For site- specific project ideas describe how the concept relates to the place where you would like to see it shown.

SUPPORT MATERIALS:

Provide up to 5 examples documenting your previous work as email attachments with your proposal. Send images in jpeg format; audio and/or video: upload clips to the web and include link; literary: send prose and/or poetry as doc. files.

You can also submit material illustrating your proposal if you want to. If you are submitting images, audio, video, or documents, please fill out the following table indicating the supporting files.

Image, Audio, Video or Document Name	Description	Link (if applicable)
1		
2		
3		
4		
5		

C.V./ Resume:

Copy and paste below, or include as email attachment labelled "CV_LastName.doc".

BUDGET FORM:

	Proposed Budget	Actual (Final Report)
<p>REVENUE</p> <p>Artsweek Funding Request</p> <p>Grant Revenue</p> <p>Other Revenue</p> <p>Total Revenue:</p> <p>EXPENSES</p> <p>Artist's Fees</p> <p>Wages (other)</p> <p>Technical Fees</p> <p>Production Equipment Costs (sound, lighting, projection etc.)</p> <p>Other Production Costs (Specify)</p> <p>Materials</p> <p>Audience Development Materials</p> <p>Other (explain)</p> <p>Other (explain)</p> <p>Total Expenses:</p> <p>(Revenue and Expenses must balance)</p>		

Email submissions to: infoartsweek@gmail.com

For further Information contact:

Artsweek Artistic Producer | infoartsweek@gmail.com | 249-357-7774

visit: www.artsweekptbo.com

APPLICATION CHECKLIST:

Title of Project, Project Summary & Longer Description
(Summary of up to 25 words + up to 500-word description)

Artists' Statement (250 words maximum)

Venue Information (250 words maximum)

Support Material

CV (3 pages max)

Budget Form