



Arts in Education Residency Tips

This category supports standards-based, long term (10 days or longer) artist residencies that provide students with the opportunity to gain in-depth knowledge of skills in the arts.

General Tips

Narrative Strategies

Work Samples &
Support Materials

More Questions?

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General Tips



As a rule, panels have a journalistic approach to reviewing applications: they want to know who, what, when, where, why, and how.

For instance: How is the residency relevant to your educational mission? Who are the artists and why are they important and/or appropriate? When will it happen? What activities are you planning and where will they take place? Who are you trying to reach and why is this residency relevant to their needs? What will be the impact of the residency? What standards will you address?

Err on the side of providing information rather than assuming the reader knows it. Some panelists may not know who the proposed artists are and why they're appropriate to the residency. Never make panelists work for information, if you can help it. The artistic affinities and educational strategies of the project you're organizing may be obvious to you, but not connecting the dots for the reader is a wasted opportunity to drive home those points. You want to make it as easy as possible for the reader to see the merits of your application.

Try to think of the narrative you're writing as a story you're telling, a story you're telling to persuade someone to give you money for your project. You know what's important to them – the criteria are their values – so write your narrative to demonstrate how your project embodies those values and, ideally, how your organization shares them as well. The arc of the story should give the reader the essential information, describe your goals, anticipate questions and challenges, and leave them with a sense of a well-planned project.

Be sure to read the guidelines carefully and address each of the described criteria!

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Narrative Strategies



Question 1

You may have a number of compelling projects occurring in the upcoming fiscal year; deciding which one is the best fit for state funding is a critical decision. In choosing projects to propose, you should consider which one is the highlight of the upcoming year, and why. Is it of exceptional artistic and educational merit? How are its premise and content appropriate for the artistic/educational goals of your organization? Does it stretch your organization in new ways? Is it innovative or ambitious in terms of organizational goals and the student experience?

Recurring Events: In addition to making a case for state support, applicants with recurring projects should explain how the project is evolving from year to year. Applications will be more persuasive if they can demonstrate innovation or progression in how they think about their programming rather than repeat a static, unchanging format.

Question 2

Be sure to carefully describe your planning process. These details demonstrate commitment and enthusiasm for the project as well as partners' agreement to the parameters of the activities described in your application.

Question 3

Your staff is a given, so the emphasis should be on the artists who are featured in programming. It is critical that you name these artists, provide background information and qualifications, explain what they will be doing, and say how much they will be paid for their services. Applications that lack this information are at a distinct disadvantage.

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Narrative Strategies continued



Question 4

Every arts organization wants as many people as possible to participate in their programs, but the best answer to this question will demonstrate that you have thought about what kind of participant should be involved and will benefit by participating in your grant project. Student participation and demographic estimates will strengthen your argument, especially if you connect your plans to your programming and artistic choices.

Question 5

It is essential that you demonstrate the educational strength of your project by referring to the appropriate [NC Arts Education Essential Standards](#).

Question 6

Planning is necessary not only to organize the artistic program but also to meet your specific goals. Don't neglect either aspect in this answer. Be specific about activities, participants, and time frames. Don't make panelists guess!

Question 7

Show the panelists how you think about success and how you will use evaluation strategies. Ideally, what you've described in the previous answers will resonate with what you say here. A variety of approaches is recommended. These might include, but are not limited to, feedback via surveys and written reviews; observable achievement, student products, participation with teachers and community; continuing alliances with partner organizations; publicity and awards received and culminating exhibitions or performances.

Staff is happy to consult with you to help you select the project that will be the most appropriate and competitive and craft an application narrative that will present its strengths effectively.

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Work Samples & Support Materials



Work Samples are an essential part of your application. The grant project must reflect artistic merit and your work samples are the only means panelists have to assess it. Works included must have been created/performed within the last three years and must reflect the artist's work as an artist - not work as a teacher or student samples. Work samples should be of the highest possible quality.

All applicants must upload the following support materials:

- Signed letters of intent from the teaching artist and all organizations, schools, artists or other key personnel involved in the project.
- Résumé(s) of proposed artist(s)

For artist(s) work samples, please upload:

- Up to 5 images*, or
- Up to 5 pages of writing, or
- Up to 5 minutes of video**

*Images must be formatted to be [1920X1920 pixels square](#). Click [here](#) for step-by-step formatting instructions.

**For digital video submissions, we strongly recommend using the [Web Link Collection Form](#). This form should be uploaded into the system as a PDF.

[Work Upload Steps](#)

[Work Sample Tips](#)

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Work Sample Upload Steps



Work sample selection is a two-stage process.

Use the Work Sample Bank feature to upload your work samples and record descriptions. Once you have created a bank of samples in any format (image, written, or digital video), you will then click the “Current Programs & Applications” button to return to your application and select the samples you wish to include.

[Work Upload Steps](#)

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Work Sample Tips



Work samples are an important part of your application. Panelists are instructed to make their recommendations using artistic merit as a guiding criterion, so it is essential that applicants choose strong work that is well-presented by the work samples.

Please select work samples that are:

- **Well-documented.**

Poorly focused, framed, cropped, or exposed images or video documentation do not convey the level of professionalism panelists expect--and it's easy for them to pass over your project quickly as a result.

- **Not promotional or highly edited.**

The panelists are tasked with assessing the artistic merit of the work samples. A highly edited clip, commercial, headshot, etc. will not be accepted as they are not helpful in this assessment.

- **Relevant to the application and the project proposed.**

Make it easy for the panelists to imagine your project by including work samples that will give them an idea of what the end product will be for the project.

[Work Upload Steps](#)

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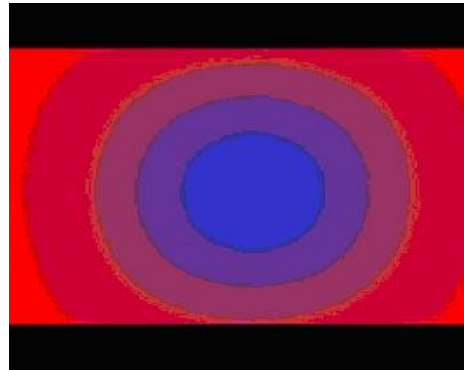
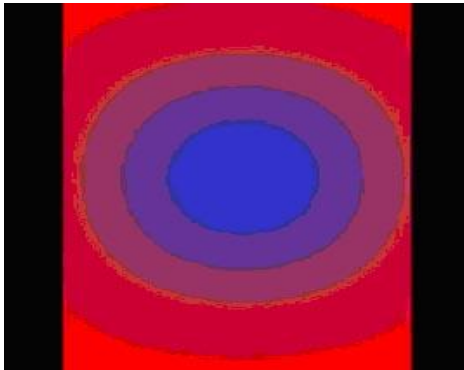
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Image Formatting



Please size your image to be 1920 pixels on both edges. If your image is not square, please mask your image with black to bring your image to 1920x1920 pixels. No other size will be accepted for jury use.

If your image is vertical, please format with black vertical bands on the left and right. If your image is horizontal, please format with black horizontal bands on the top and bottom.



PIXLR is a free online photo editor that opens up right in your browser-- no downloading software is required. Step-by-step instructions on how to resize the images can be found [here](#).

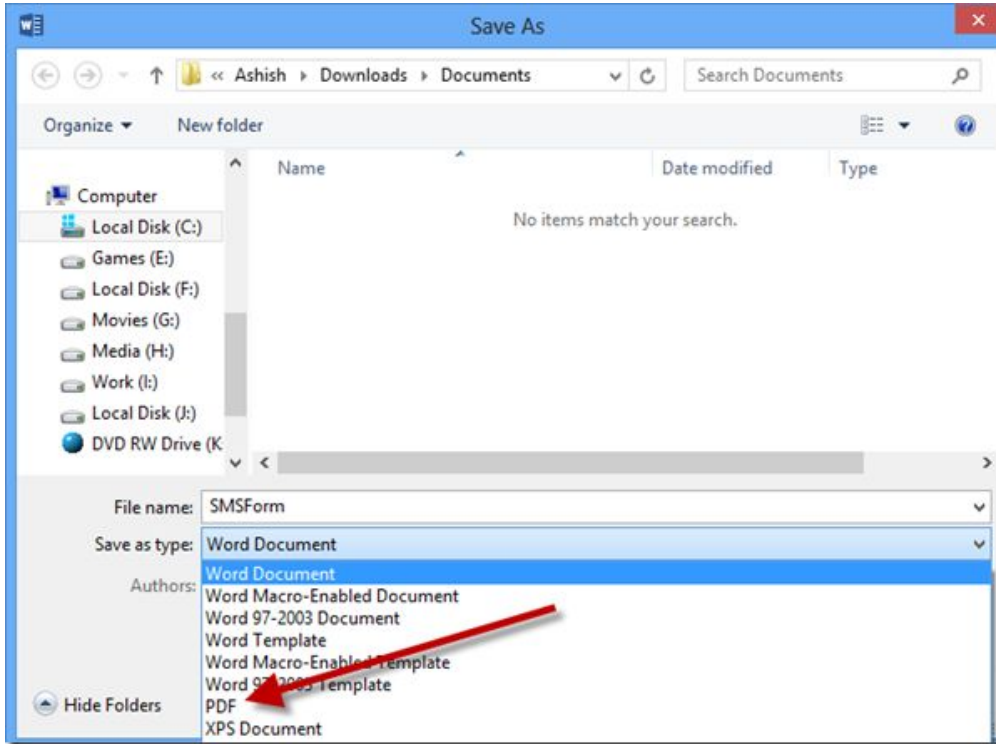
Work Upload Steps

Work Sample Tips

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Word Doc to PDF



In Word, under *File*, select *Save As*. Then under the *Save as type* drop down menu select PDF.

You can also visit www.smallpdf.com/word-to-pdf to convert the saved word document within your web browser.