



GASP Grant Guidelines 2023-2024

The Get Arts in the Schools Program is an arts education partnership founded in 2005 by the Arts Council of Mendocino County (ACMC) and the Mendocino County Office of Education (MCOE). GASP funds artist workshops and live performances in Mendocino County schools during the school year. The goal of the program is to infuse the arts in the core curriculum and to deliver quality, educational, standards-based artistic experiences to TK-12 students throughout Mendocino County.

Eligibility

THE ARTIST(S) must meet all four of the following criteria:

- Be a professional in their art field (a person who devotes a significant portion of their time to creating, practicing, performing or teaching any of the arts)
- Have prior experience presenting an art program or project in a classroom setting*
- Reside in Mendocino County
- Be a current member of the Arts Council of Mendocino County or join concurrently with this application.

*Please contact the Arts Council if this is the only criterion you lack. Mentorship opportunities are available.

THE SCHOOL, EXPANDED LEARNING PROGRAM or PERFORMANCE VENUE must meet both of the following criteria:

- Be serviced by MCOE (private schools are currently ineligible).
- Be able to present a GASP program during the regular school day, or in an arts and education after-school program.

ELIGIBLE ARTISTIC DISCIPLINES include:

- Performing Arts: dance, music, theater or a combination thereof
- Media Arts: digital arts, radio, graphic design, etc.
- Visual Arts: 2D or 3D in many varieties of mediums
- Art History
- Indigenous Arts / Crafts
- Literary Arts: poetry, spoken word, literary magazine, etc.
- Multidisciplinary & Interdisciplinary (e.g., printmaking, bookbinding, silk screen, etc.)

Eligible projects should fit into one of the following three program categories:

- Performance. A Performance must fit into a 45–60 minute timeframe, which is the length of a typical school assembly program. Performances can be interactive or follow a lecture-demonstration format.
- Classroom Sessions. Classroom sessions involve working with one to four 45–60 minute classes per day. Each class meets with the artist. Sessions can take place over multiple days/weeks. Sessions must be

school assembly program. Performances can be interactive or follow a lecture-demonstration format.

- Classroom Sessions. Classroom sessions involve working with one to four 45–60 minute classes per day. Each class meets with the artist. Sessions can take place over multiple days/weeks. Sessions must be participatory, with students actively involved in hands-on activities, and should be curriculum-based.
- Residency Programs. Residency Programs include multiple encounters with the same group of students. A residency program should be a minimum of 3 and a maximum of 30 sessions long. The residency program must be participatory, with students actively involved in hands-on activities, and must be curriculum-based. These programs must be pre-approved and have access to additional outside funds if necessary.

Ineligible Projects Ineligible GASP programs include the following: Projects of a religious nature that are designed to promote or inhibit religious beliefs and/or practices and which have no basic underlying secular theme or topic. Projects that are not curriculum-based. Activities that are not primarily focused on arts.

Application Process

**First-time applicants are encouraged to discuss their proposed projects with Arts Council staff prior to submitting their application.*

The Application Packet - All applicants must submit the following 3 elements:

1. **Artist Application Form:** Application must be completely filled out, signed and dated.
2. **Project Summary:** Describe the artistic project including what the students will be doing to participate and interact with the art form, which standards this projects addresses ([Link to the CDE Arts Standards](#)), and any additional information to describe how this opportunity will enhance the curriculum and student exposure to the art form (up to 2 pages). **For guidance on the Arts Standards or the CA Arts Framework, please contact msteward@mcoe.us for a consultation.*
3. **Teacher Request Form:** This form identifies the teacher of record that will be responsible for the students during any visits by the GASP artist(s) and their supervisor's signature to ensure their knowledge of the grant.

New applicants to the program (i.e., artists who have never received a GASP grant in the past) must submit the following 3 additional items:

4. **Artist Resumé or Bio:** Submit a 1-2 page biography or resumé that highlights your experience, qualifications and background.
5. **References:** All new applicants are required to submit reference letters from TWO professional references. One **MUST** be from an educator who can attest to the applicant's prior experience presenting an art program or project in a classroom setting. Please be sure to give them sufficient notice so that they are able to meet the application deadline.
6. **Artistic Support Materials:** Please submit no more than six samples, which should pertain to your application discipline. Support materials must include samples of the artist's professional work, but can also include samples of previous work with students. **Applicants must provide a list and explanation of support materials:** Clearly state what each sample is, the year it was created, and by whom it was created (artist or student). Examples listed on the next page.

Examples of Eligible Art Samples:

- Acceptable formats: Links, websites, & writing samples. The panel will review up to 3 minutes of a performance, and up to 6 digital files.
- Materials should be recent (within the past three years) and should be representative of the programming and the artistic discipline.
- Do not submit one-of-a-kind works; the ACMC cannot assume liability for lost or damaged materials.
- Additional support materials may include any of the following for all disciplines: brochures, postcards, posters, flyers, education handouts or study guides, programs, announcements, press clippings and reviews, published writings, journals, photographs, etc. Producing companies with restrictions regarding recording of performances should submit another type of visual material (photo, flyers, etc.)

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Assembling and Submitting the Application Packet

Please submit your application in this order:

1. The complete Artist Application Form with signature
2. Project Summary (2 pages or less)
3. Teacher Request Form

* Only New Applicants also include:

4. Artist Resumé or Bio (1-2 pages)
5. Two Letters of Reference
6. Brief Description of the Artistic Support Material(s)
7. Artistic Support Materials (no more than 6 samples)

Return of Artistic Support Materials Artistic support materials will be returned to the artist only if a self-addressed stamped envelope is included in the application packet. If the SASE is not received, support materials may be discarded following the review panel meeting.

Mail Application Packet to: Arts Council of Mendocino County, Attn: GASP Artist Application, 309 East Perkins Street, Ukiah, CA 95482; or

Email Application to: director@artsmendocino.org

Applications are due by November 1, 2023.

Panel Review and Award Notification

Artist applications will be evaluated by a review panel appointed by MCOE and ACMC and assessed according to the following criteria:

Artistic Quality: The artist/arts organization is well versed in their artistic discipline. The application, support materials, and credentials of the artist demonstrate a high level of quality and skill.

Educational Merit: The artist has the ability to offer curriculum-based educational programming for students, as evidenced by the class/performance description, project summary, support materials, and recommendation letters. The application and attachments illustrate how the proposed programming will enhance curriculum to satisfy 3-5 standards outlined in the CA Arts Standards: <https://www.cde.ca.gov/be/st/ss/vapacontentstds.asp> & CA Arts Framework: <https://www.calartsedframework.org/>

Experience in Schools (K-12): The artist is experienced in presenting programs in schools at the stated grade levels. The application should include detailed information on past experience that demonstrates that the artist is dependable, cooperative, articulate and knowledgeable.

Evidence of Administrative Capacity: The application reflects a high level of professionalism, and demonstrates that the artist has the ability to implement the programs and adhere to the GASP reporting requirements.

Artistic and Educational Uniqueness: The proposed programming is comprehensive, and offers a unique approach to the subject matter.

Program Requirements for GASP Grant Awardees

Fingerprint Clearance: In accordance with the agreement between the Mendocino County Office of Education and the Arts Council of Mendocino County it is now mandatory that there be a teacher of record in the room when the artist is in the presence of students. GASP artists are recommended to obtain fingerprint clearance prior to presenting their workshop or performance, but it is not required.

COVID-19 Mitigation Efforts: Visiting artists must follow the State's K-12 evidence as well as the school

the room when the artist is in the presence of students. GASP artists are recommended to obtain fingerprint clearance prior to presenting their workshop or performance, but it is not required.

COVID-19 Mitigation Efforts: Visiting artists must follow the State's K-12 guidance as well as the school site's protocol. <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/K-12-Guidance-2022-23-School-Year.aspx>

Tuberculosis (TB) Risk Assessment: Visiting artists must comply with Education Code Section 49406 which requires a tuberculosis risk assessment or negative TB test to have been completed within 60 days of initial contract work. A negative test or risk assessment is valid for four years.

Artist Contract: Applicants accepted into GASP will enter into a binding agreement with the Arts Council of Mendocino County for the project period. This contract, outlining all services related to the project, will be issued prior to the start of the project period. No work shall begin before the contract is signed.

Site Visit: Immediately upon scheduling a GASP workshop or performance with their appointed school, the artist is required to notify the Arts Council of Mendocino County of the confirmed dates and the classroom teacher should also notify the school administrator of the program dates at this time. The ACMC may arrange for a GASP representative to conduct a site visit during the project period.

Artist Evaluation Form: The Arts Council of Mendocino County requires the artist to submit an Artist Evaluation Form upon completion of the performance, workshop, or extended classroom visit.

Verification & Payment Request Form: The Arts Council of Mendocino County requires the artist to obtain the signature of the school administrator or participating teacher on a Verification and Payment Request Form at the conclusion of the project. The purpose form is to verify the occurrence and completion of the GASP performance, workshop, or extended classroom visit, and the number of students involved. This form must be submitted by the artist to the Arts Council of Mendocino County for payment at the conclusion of the project.

Questions?

Email director@artsmendocino.org or call 707.463.2727