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## Arts Integration Residency Educator Fellowship (AIRE) Guidelines 2022

### About the Program

Made possible through a partnership between the Indiana Department of Education (IDOE) and the Indiana Arts Commission (IAC), the Arts Integration Residency Educator Fellowship (AIRE) is an opportunity for Hoosier educators to partner with artists to develop and implement creative, arts-integrated residencies for the students in their classroom. Informed by field best-practices and recent research findings, the fellowship supports teacher and artist partnerships to improve learning outcomes for students. Research conducted by the Indiana Arts Commission shows a significant increase in achievement and growth for students participating in in-depth arts integration residencies. (source: [IAC Arts Integration Research](#))

Following the guidance of the Every Student Succeeds Act (ESSA), the Indiana Arts Commission supports a well-rounded education for every student which includes the arts. The arts integration approach provides an opportunity for educators to combine multiple learning goals into one engaging, effective lesson. Additionally, as educators experience the challenges of learning loss as a result of the COVID-19 pandemic, creative teaching practices are important to student success in our state. This educator fellowship will support educators as they navigate the diverse needs of students.

**Fellowship Amount:** Eligible applicants may request up to \$3,000 to cover the costs of inviting a professional teaching artist into their classroom for an arts integration residency.

### Applicant Eligibility

This funding, made possible by the Indiana Department of Education, is limited to classroom educators and the school corporation, or individual school, (School) in which they're employed. The classroom educator shall be the application author, and the School shall be the funding recipient and disburse payments as appropriate.

#### In addition, the applicant author:

- Must be a licensed educator employed to teach any grade K – 12 during the 2022/2023 school year.
- Must be employed by a school operating in Indiana during the 2022/2023 school year.
- Must be employed by a public school, public charter school, or accredited nonpublic school, **AND**
- Be an Indiana resident and remain a full time Indiana resident through the end of the fellowship period.
- Must have completed the IAC 2022 Arts Integration Learning Lab course **OR** at least 3 full sessions of the 2022 Butler University Arts Integration Kennedy Center online professional development course.

#### Ineligible Applicants:

- Those under 18 years of age or not a US citizen
- Colleges, Universities, Higher education educators

- Non-licensed educators
- Pre-k educators
- Substitute educators not contracted for a full school year
- Educators with temporary or emergency licenses

### Eligible Fellowship Projects:

- **Must be an in-school arts-integrated residency.**
  - In-school means during the traditional school day, not after school hours (virtual sessions during the school day are eligible)
  - Arts-integrated means the combination of arts learning with learning in another academic or life-skills subject in the same lesson.
  - Residency, in this instance, means five (5) or more scaffolded workshops with the same students
- **Must have a qualified Indiana teaching artist selected as a co-planner and residency leader**
  - Qualified teaching artist means a professional arts practitioner with demonstrable experience and/or credentials in arts integration and/or teaching artistry.
  - Artists that fully complete the 2022 Learning Lab are eligible.
- All fellowship projects must have a minimum of five (5) workshops with the teaching artist (approximately 45-60 mins per workshop) for the same students. Workshops may occur on consecutive days, multiple days in a week, or extend over multiple weeks.

### Eligible Expenses:

Allowable project expenses include most elements of an arts integration residency project. This could include supplies, artist fees, travel costs, culminating event costs, and planning time fees for teacher and artist.

Funds cannot be used for expenses unrelated to the project, major capital expenses over \$500, operating support for an organization, travel or expenses outside the United States, tuition for a degree-granting program, debt reduction or debt elimination (like interest payments on credit cards), or income taxes.

Contact the fellowship manager with any questions concerning acceptable project expenses.

### Timeline:

Application Opens	July 13, 2022
Draft Application Review Deadline	August 29, 2022 4:30pm ET
Deadline to Apply	September 9, 2022 4:30pm ET
Application review panel	October 2022
Fellowship notification	November 2022
Residency planning check-in / coaching	January & February 2023
Fellowship implementation period	January 1, 2023 – June 30, 2023
Collective Share out <i>*optional*</i>	July 2023
Final Report Deadline	September 10, 2023 4:30pm ET

**Office Hours:** IAC staff will be available during scheduled office hours throughout the application period to help you craft your fellowship proposal.

**Application Review:** You may request IAC staff to review your completed application and give you feedback before you hit "Submit." To request a staff review, fill out your application entirely, leave it in draft mode, and contact your fellowship manager before August 29, 2022, 4:30 pm ET.

### **Review Process**

Proposals are reviewed by a panel of professionals from around the state. This panel evaluates if each application meets the review criteria listed below. Following the panel review, applicants may be asked to modify some parts of their application to fully meet the review criteria based on panelist input.

The panel review meetings are open to the public for observation only (guests may not address the panel or lobby for their application before, during or after the meeting). Applicants are encouraged to observe and listen to feedback, but not required. Recordings of the discussion will be posted in the weeks following.

### **Fellowship project evaluation criteria:**

Panelists look for the following criteria in project proposals. If panelists identify limitations in any of these criteria, applicants will need to adjust their proposal before moving forward. The panelists will advise on how to strengthen the proposal to meet the criteria.

#### **Arts Integration Elements - 35 pts**

- Teaching Artist has appropriate arts integration credentials or experience
- Clear focus on arts processes and knowledge
- Clear connections to a non-arts curriculum subject
- Reasonable balance between arts and non-arts subject/s
- Residency details have a clear, appropriate plan on how to integrate the two key subject areas

#### **Curriculum Design - 20 pts**

- Residency plan have clear and appropriate learning outcomes in both the arts and non-arts subjects
- Residency description describes appropriate and meaningful ways to integrate students' strengths and growth potential into the lessons

#### **Planning & Partnership - 20 pts**

- Teacher and Teaching Artist are co-planning together, ongoing, in an appropriate way
- Planning includes reasonable amount of meetings/communication between teaching artist and lead teacher

#### **Overall Project Management - 25 pts**

- Frequency & duration of sessions is reasonable and well-considered
- Residency includes five or more sessions
- Appropriate staff is involved in planning and/or implementation, teacher, teaching artist, administrator, and any other necessary partners
- Budget is reasonable and well-considered

**ADA Accessibility Accommodations Available:** Reasonable accommodations for persons with disabilities are available upon request. Please request at least two weeks in advance. Contact the IAC's accessibility coordinator Stephanie Haines at [shaines@iac.in.gov](mailto:shaines@iac.in.gov) 317-450-9973.

### **Eligible Artistic Disciplines:**

Arts integration residency must have a primary discipline of one of the following:

- Dance
- Music
- Opera/Music Theatre
- Theatre
- Visual Arts
- Design Arts, including architecture, fashion, graphic, industrial, interior, landscape architecture, and urban/metropolitan
- Crafts – including clay, fiber, glass, leather, metal, paper, plastic, wood and mixed media
- Photography
- Media Arts – including film, audio, video, and work created using technology or experimental digital media
- Literature
- Poetry and/or Spoken Word
- Multidisciplinary – art forms that integrate more than one arts discipline listed above to form a single practice
- Folklife/Traditional Arts – oral, customary, material and performance traditions informally learned and transmitted in contexts characteristic of ethnic, religious, linguistic, occupational, and/or religious groups. Does not include folk-inspired forms.

### **Selection Priorities**

Up to 25 fellowships will be awarded. In addition to the fellowship application review process, the following priorities will be used to ensure access to a diverse group of fellowship recipients:

- Statewide representation
- Diverse racial/ethnic representation
- Representation of schools with low-access to the arts (as defined by IDOE data)
- Teaching Artist co-planner participated in the IAC Arts Integration Learning Lab 2022

### **Requirements of all IAC grantees**

- Accessibility Requirements
- Contract Clearance
- Funded Requirements
- Payment Schedules
- Privacy Considerations
- Public Manifestation, Fair Labor, Drug Free, and Civil Rights
- Reconsideration Policy and Appeal Process

Detailed descriptions of these requirements can be found online:

<https://www.in.gov/arts/programs-and-services/funding/requirements-of-grant-recipients/>

### **Payment Schedule**

**Your fellowship grant will be paid in two payments.** All payments are contingent upon adherence to all fellowship guidelines and reporting requirements. It takes approximately two weeks for payments to be deposited.

The first payment will be for 75 percent of the total award. Funds will be transferred via direct deposit to your bank account after the fellowship agreement and required documents have been approved.

The second payment will be for the remaining 25 percent and will be paid after the final grant report and any additional requirements have been submitted and approved.

## Final Reporting

You will be required to submit a final grant report no later than September 10, 2023, 4:30 pm (or earlier, if you complete your project before then). The report is an online form. It includes both quantitative data (like the number of people involved) and narrative questions (like what you've learned). The final report can be found in the online grant dashboard of all approved fellowship recipients.

## Project Modification

After you start your project, you may realize that your plan wasn't perfect or that life happens, and you need to change your plan to make the project work. That's when you call your fellowship manager as soon as possible. You're under contract to complete your approved proposal, so you'll need to get approval from your fellowship manager and fill out some paperwork **before** you make changes. When it comes to the budget specifically, we use a general rule of 20%. If your changes are smaller than 20% of the total budget (i.e. you underspend in the travel part of your budget by \$75 and want to increase the number of workshop sessions to use that \$75, that change can happen without a formal modification process.) If you're unsure, just reach out to your fellowship manager and they will confirm your appropriate next steps.

## Ready to apply?

Apply online by the deadline at [www.in.gov/arts/apply](http://www.in.gov/arts/apply).

## Frequently Asked Questions

### Q: Do I need to have a teaching artist already selected?

A: Yes, the application will ask you to supply the artist bio and answer why this artist is the best fit for your residency project.

### Q: Do I need to have my residency already planned out before applying?

A: You will need to have: (1) the teaching artist(s) selected and committed, and (2) buy-in from your school leaders. But, the actual residency plan does not need to be finished. These fellowship funds will cover planning time for both artist and teacher as well as implementation expenses.

### Q: Can multiple teachers from my school participate in the residency?

A: No. The fellowship activities must focus on the applicant teacher and their classroom of students. However, a component of the project that involves the whole school (e.g. a performance convocation or culminating event) is

allowable. Single artist visits to many classrooms across many grades are not allowable to ensure students receive multiple, scaffolded lessons to grow their artistic skills alongside other learning.

**Q: Can a teacher use the funding for multiple classrooms they teach?**

A: If the applicant teacher is a multi-class or multi-grade teacher (e.g. Secondary teacher, Fine Arts), they may propose one or more specific class groups to offer this artist residency experience to. (e.g. AP English students, 4th period world history). Selecting one class to receive the residency experience is the most simple approach, but as long as the residency meets other eligibility criteria (minimum five (5) days per group, fits the budget, etc), you may use the budget to include more than one classroom of students if it's a class of which you're the lead instructor.

*Example:* You have two (2) sections of Civics class, both may participate if the budget allows for 5 sessions with each section - 10 sessions total.

**Q: Can multiple teachers from one school submit an application?**

A: Yes. If the teachers are otherwise eligible (i.e. attended the learning lab and all other criteria listed above), multiple teachers from the same school may apply for the grant.

**Q: Can a teaching artist be the co-planner and residency leader for more than one application?**

A: Yes, but we will want to see each application be unique in its response to the unique characteristics of the students participating in the residency (meaning, not the same application answers copied and pasted into two different applications).