ARTSWEEK 2021
Call for Proposals

Program Guidelines & Application Form

Deadline: August 6, 2021 at 11:59PM
www.artsweekpeterborough.ca
infoartsweek@gmail.com

ARTSWEEK 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, circus art, dance, theatre and performance of all kinds, unfolding online and in public spaces and established art venues across the city.

Artsweek takes place every other year. Artsweek 2020 was postponed due to the COVID-19 pandemic (replaced by Artsweek SHIFT), but makes its triumphant return in 2021.

Since its beginning as part of the City of Peterborough's Centennial Celebrations in 2005, this legacy project 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. Projects can take anywhere in the city or online, and proposals for unexpected arts venues are especially welcome.

Artsweek is produced by the Electric City Culture Council (EC3). The Festival typically includes approximately 30 projects, 60 events, more than 100 artists, and about 80 partners. Artsweek 2021 is a slightly modified version of the Festival due to the pressures of COVID-19, with a greater focus on commissions and co-productions.

CALL FOR PROPOSALS

INSTRUCTIONS
If you would like to apply to be part of Artsweek 2021 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. Applications are welcome from individual artists in any discipline, from all kinds and sizes of arts organizations, and from partnerships and collaborations between arts and non-arts applicants.

TIMELINE / DEADLINES:

- July 21, 2021 – *Call for Proposals*
- August 6, 2021 – *Call for Proposals Deadline (at 11:59pm)*
- August 18, 2021 – *Results Announced*
- September 24 to October 3, 2021 – *Artsweek 2021 Festival*
- October 29, 2021 – *Final Reports Due*

PROGRAMMING

This is an Open Call for innovative new projects in any artistic discipline, for any location within the city or online, following current COVID-19 public health guidelines.

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. Conventional, pop-ups, one time, continuous or short-run project proposals are all eligible. Curated, educational or community-based projects are eligible. Partnerships and collaborations with other organizations are welcome. Artists are encouraged to explore ideas taking place anywhere in the City, as well as in online spaces.

- 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 2021 is "art in unexpected places."
- 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 cultural, racial and social diversity of Peterborough and Canada today.
- The programming for the 2021 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 summit site specific ideas for these locations or suggest other potential sites/venues for their projects. Artsweek 2021 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 grants will contribute between $2,000 and $5,000 towards projects; however, artists are encouraged to seek out other funding sources to help contribute to the full cost of their projects if possible. Artsweek will support artists in their applications/requests to other funding sources. Artsweek will collect donations at all events. That revenue goes to the overall costs of the Festival.

All Artsweek events are free to the public.

ELIGIBLE APPLICANTS

Applicants may include individual artists (emerging to established), collectives, ad hoc groups, or arts and culture organizations etc. from the City and County of Peterborough, including Hiawatha and Curve Lake First Nations.

Eligible applicants must be Canadian citizens, permanent residents, or people upon whom refugee protection has been conferred.

Projects must be presented within city limits or online during the week of September 24 to October 3, 2021.

EQUITY AND INCLUSION

Artsweek and EC3 are committed to equity and inclusion, and welcome applications from diverse cultural communities within the City and County 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 2021.

VULNERABLE COMMUNITIES

If your project involves working with a vulnerable community (e.g. minors, those living with mental illness, economic disadvantage, etc.), EC3 may require the completion of a Police Vulnerable Sector Check (PVSC) from any project participants who will be interacting directly with members of that community, before Artsweek funds can be released. Proof that the participant has recently passed a PVSC (within the last year) will also be acceptable. EC3 can cover the cost of the PVSC upon request.

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. Acknowledgement indicates that your application has been received, not that it is eligible or approved. You will be informed of the results by August 18, 2021.

SUCCESSFUL APPLICANTS

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

Application begins on next page.

Artsweek 2021
September 24 to October 3, 2021

Applications accepted by email only: infoartsweek@gmail.com.

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

Other participants (if applicable):

Contact information of lead applicant (Please check which is the best means of communicating with you)

   Phone:

   Email:

   Mailing address:

Title of project:

Project summary - please include location(s) (25 words maximum):

Project description (500 words maximum):
Your Project Description should describe your project in detail (what the project will include, how and when it will be executed, and how your project works with the goals of Artsweek).

Artist's 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, Instagram, YouTube, Facebook, etc.). For site-specific project ideas describe how the concept relates to the place where you would like to see it shown. Please also provide details about how you will ensure your project will be executed following current COVID-19 public health guidelines.

Support materials:
Provide up to 5 examples documenting your previous work as email attachments with your proposal. Images: send in JPG/PNG/GIF format; audio and/or video: upload clips to the web and include link; literary: send prose and/or poetry as DOC/DOCX files.

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

Image, Audio, Video or Document Name	Description	Link (if applicable)

C.V. / Resume (3 pages maximum, use text box scroll bars if needed, if not attaching a file):
Copy and paste below, or include as email attachment labelled "**CV_LastName.doc**".

Budget form:

	Proposed Budget	Actual (Final Report)
Revenue		
Artsweek Funding Request		
Grant Revenue		
Other Revenue		
Total Revenue		
Expenses		
Artist's Fees		
Wages (other)		
Technical Fees		
Production Equipment Costs (sound, lighting, projection, etc.)		
Other Production Costs *(specify)*		
Materials		
Audience Development Materials		
Other *(explain)*		
Other *(explain)*		
Total Expenses		

(Revenue and Expenses must balance)

Applications accepted via email to infoartsweek@gmail.com **only.**

For further information, contact:
Gabe Pollock
EC3 Program Coordinator
infoartsweek@gmail.com
705-749-9101
www.artsweekpeterborough.ca

APPLICATION CHECKLIST
Title of Project
Project Summary (25 words maximum)
Project Description (500 words maximum)
Artist's Statement (250 words maximum)
Location/Venue Information (250 words maximum)
CV (3 pages max)
Support Materials
Budget Form