



# ARTSWEEK 2022 Call for Proposals

## Program Guidelines & Application Form

**Festival Dates: June 10 to 18, 2022**  
**Application Deadline: January 17, 2022 at 11:59PM**  
[www.artswweekpeterborough.ca](http://www.artswweekpeterborough.ca)  
[infoartswweek@gmail.com](mailto:infoartswweek@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 arts, dance, theatre and performance of all kinds, unfolding in public spaces and established art venues across the city.

Artsweek typically 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 2022!

### 2021 FESTIVAL POSTPONEMENT

Artsweek was originally scheduled to return in September 2021; however, due to the ongoing uncertainties and challenges around COVID-19 health and safety regulations, the EC3 Board of Directors decided to postpone the event until June 2022, and re-open the Call for Proposals. This new timeline for the Festival will also give participants a longer time to develop their projects.

All applicants to the original 2021 Call for Proposals have been contacted and offered the option to move forward with their original applications for the new festival dates, or to revise their application and re-submit.

### CALL FOR PROPOSALS

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 place anywhere in the city, 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 2022 is a slightly modified version of the Festival due to the pressures of COVID-19, with a greater focus on commissions and co-productions.

## INSTRUCTIONS

If you would like to apply to be part of Artsweek 2022 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, collectives, and associations, and from partnerships and collaborations between arts and non-arts applicants.

## TIMELINE / DEADLINES:

- December 9, 2021 - *Call for Proposals*
- December 16, 2021 - *Application Workshops (via Zoom, 5:00 and 7:00pm)*
- January 17, 2022 - *Call for Proposals Deadline (at 11:59pm)*
- February 28, 2022 - *Results Announced*
- June 10 to 18, 2022 - *Artsweek 2022 Festival*
- June 27, 2022 - *Final Reports Due*

## PROGRAMMING

This is an Open Call for innovative new projects in any artistic discipline, for any location within the City of Peterborough.

This Call for Proposals includes, but is not limited to: performance (dance, theatre, multi-disciplinary performance), visual art (installations, interventions, projections, exhibitions), media arts, writing/spoken word, and any form of music, concerts or sound/audio art. Individual artists, collectives, ad hoc groups, or arts organizations may propose projects. Conventional presentations, pop-ups, one time, continuous or short-run project proposals are all eligible. Curated, educational or community-based projects are eligible. Partnerships and collaborations between arts groups or with other community-based organizations are welcome. Artists are encouraged to explore ideas taking place anywhere in the City of Peterborough.

- 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 2022 is “art in unexpected places.” In 2022, we want to celebrate the fact that we can be out and about again, celebrating the arts and experiencing great new work.
- 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 2022 Festival will remain focused on the downtown core, however Artsweek looks to include some projects located outside of the downtown in a variety of wards and neighbourhoods as well. There are a number of sites that Artsweek is interested in programming, such as Jackson or other Parks, 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 2022 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 including flash mobs, pop-ups, etc. Project proposals may include the work(s) of one artist or several and may happen one or multiple times. Durational projects are welcome.

## 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 between June 10 and 18, 2022.

## **EQUITY AND INCLUSION**

EC3 and Artsweek are committed to establishing fair and equitable practices for all of our programs and services in accordance with the Accessibility for Ontarians with Disabilities Act (AODA).

Persons with disabilities are encouraged to come forward at any stage of the application process to request accommodations, if needed. Members of our team will consult and can adapt processes wherever possible to provide individuals with disabilities with equal opportunity to apply.

EC3 encourages applications for Artsweek 2022 from all those who live in our diverse community and advocates for equal opportunity for all applicants in the application and selection process. EC3 is committed to supporting and promoting diverse artists, artistic practices, and arts communities that represent a wide cross-section of Peterborough and the surrounding area, including artists who are Indigenous, Black, or people of colour, as well as artists with disabilities, Deaf artists and those who are members of marginalized religious, sexual orientation, and gender identity groups. EC3 strives to make our juries, selection, and assessment committees equitable and inclusive by ensuring broad representation from the communities outlined above.

If you are a first-time applicant and need assistance with the process, please contact the Artsweek team at: infoartsweek@gmail.com. EC3 will be holding public information workshops about applying to Artsweek 2022 on December 16, 2021 at 5:00 and 7:00pm (watch social media or the Artsweek website for details).

## **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 and review 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 Peer Selection Committee will review applications/proposals. Projects will be selected and support provided based on the following criteria:

- Overall artistic merit of the project
- Quality and clarity of the applicant's creative statement and project description
- Project feasibility (budget and demonstrated ability to carry out the project)
- Fit with the Festival's vision and purpose
- Available funds and potential impact 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 February 28, 2022.

## **SUCCESSFUL APPLICANTS**

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

*Application begins on next page.*



**ARTSWEEK 2021 APPLICATION FORM**

Artsweek 2022  
June 10 to 18, 2022

*Applications accepted by email only: [infoartsweek@gmail.com](mailto: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).

**Creative 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 the proposed work/project, how it relates to your artistic practice or to other work you or your team of collaborators are currently engaged in. What do you want the public to know about your work? How does it fit with Festival's priorities, purpose and mission?

**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 (e.g. gallery, park, alleyway, parking lot, park, bridge, neighbourhood). For site-specific project ideas, describe how the concept relates to the place you want to present the work. How will the audience be engaged with your project?

**Support materials:**

Provide up to 5 examples documenting your previous work as email attachments with your proposal. Send images in JPG/JPEG/PNG/TIF/PDF format; audio and/or video: upload clips to the web and include link; literary: send prose and/or poetry as DOC/DOCX/PDF 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.

<b>Image, Audio, Video or Document Name</b>	<b>Description</b>	<b>Link (if applicable)</b>
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**C.V. / Resume** (3 pages maximum, use text box scroll bars if needed, if not attaching a file):

For the lead applicant. Copy and paste below, or include with your application 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*)

**Submissions accepted by email only to [infoartsweek@gmail.com](mailto:infoartsweek@gmail.com).**

**For further information, contact:**

Gabe Pollock

EC3 Program Coordinator

[infoartsweek@gmail.com](mailto:infoartsweek@gmail.com)

705-749-9101

[www.artsweekpeterborough.ca](http://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