



# Artsweek 2022

## *Application Information Session*

Thursday, December 16, 2021

5:00pm and 7:00pm

On Zoom





# **Introduction & Territorial Acknowledgement**



# Background and History

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- 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.
- 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.
- Artsweek is produced by the Electric City Culture Council (EC3).
- Artsweek typically takes place every other year.

# COVID-19 Postponements



- Artsweek 2020 was postponed due to the COVID-19 pandemic (replaced by Artsweek SHIFT), but makes its triumphant return in 2022!
- Artsweek was originally scheduled to return in Sept 2021; however, due to ongoing uncertainties and challenges around COVID-19 health and safety regulations, the EC3 Board decided to postpone the event and re-open the Call for Proposals.
- This new timeline will also give participants a longer time to develop their projects.
- All applicants to the Artsweek 2021 Call for Proposals have been contacted to determine how they want to proceed. If you applied to Artsweek 2021, [check your email!](#)



# Call for Proposals

# Call for Proposals



- This is an Open Call for innovative new projects in any artistic discipline, for any location within the City of Peterborough.
- Proposals for “unexpected arts venues” are especially welcome.
- 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.

# Call for Proposals (*cont'd*)



- 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, durational or short-run project proposals** are all eligible.
- **Curated, educational or community-based projects** are eligible.



# Call for Proposals (cont'd)



- **Partnerships and collaborations** between arts groups or with other community-based organizations are welcome.
- 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.

# Call for Proposals (cont'd)



- 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.

# Financial Support



- Artsweek grants will contribute between \$2,000 and \$5,000 towards projects.
- 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.**

# 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.

# 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).
- 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.

# Equity and Inclusion (*cont'd*)



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.

If you need assistance with the process, please reach out to the Artsweek team:  
[infoartsweek@gmail.com](mailto:infoartsweek@gmail.com).

# 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](#).
- If your application is successful, EC3/Artsweek will send you a Letter of Agreement.



# How to Apply

# How to Apply



- Go to the Artsweek 2022 website: [artsweekpeterborough.ca/artsweek-2022](https://artsweekpeterborough.ca/artsweek-2022)
- Find the Call for Proposals, Guidelines, and Application Forms.
- Download the fillable PDF.
- Complete the application on the PDF and provide the supplementary documents.
- Email to [infoartsweek@gmail.com](mailto:infoartsweek@gmail.com).

# How to Apply (*cont'd*)



Provide up to 5 examples documenting your previous work as email attachments with your proposal.

- Images: send in JPG/PNG/GIF/PDF format
- Literary: send prose and/or poetry as DOC/DOCX/PDF files.
- Audio and/or video: upload clips to the web and include link
- You can also submit material illustrating your proposed activities if you want to.
- Make sure to list support materials on the table that's provided in the application.

**Support Materials take time. Start early. Pay attention to the requested format.**

# How to Apply (*cont'd*)



Make a list of what you need to provide. Pay attention to the checklist.

- Title of Project
- Project Summary (*25 words max*)
- Project Description (*500 words max*)
- Creative Artist's Statement (*250 words max*)
- Location/Venue Information (*250 words max*)
- C.V. (*3 pages max*)
- Support Materials
- Budget Form

# Timeline / Deadlines




- December 9, 2021 – Call for Proposals
- December 16, 2021 – Application Workshops
- 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



# Tips & Tricks

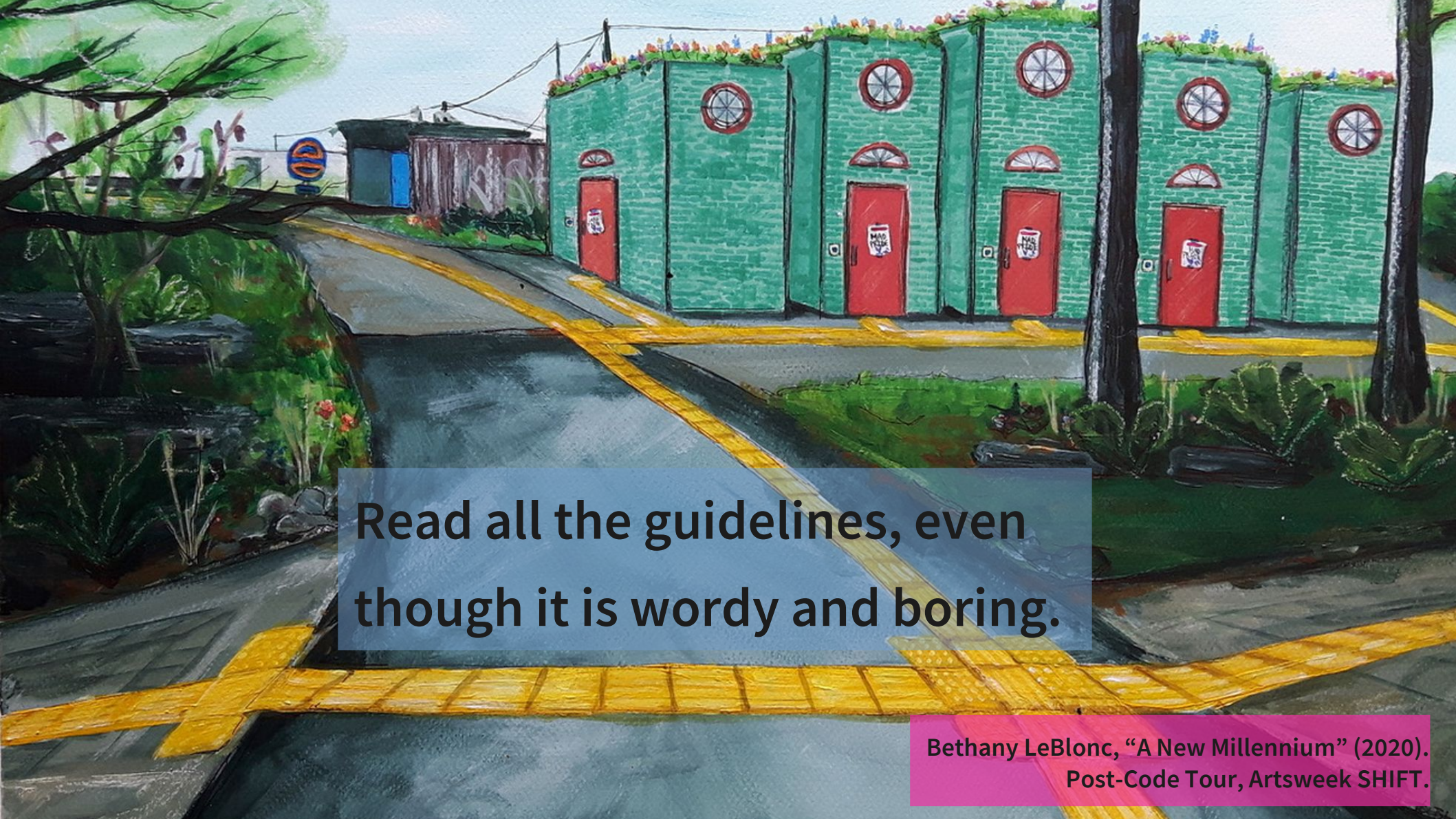




**Check the Deadline. Start Early.  
Start Earlier. Start Now.**

**Sioux Lily Dickson, “A Quick Trip to the Store”  
(2020). Post-Code Tour, Artsweek SHIFT.**






Read all the guidelines, even  
though it is wordy and boring.

Bethany LeBlonc, "A New Millennium" (2020).  
Post-Code Tour, Artsweek SHIFT.





Answer the actual  
questions the application  
asks. Be specific.


Wendy Trussler, "Heliotrope."  
Artsweek 2016.



Write drafts away from the application form first  
and be prepared to write many drafts.

“Sorry About What Happened at the  
Mall,” Artsweek 2018.



A woman with voluminous curly hair is seated outdoors, focused on typing on a vintage typewriter. She is wearing a denim jacket over a red and yellow patterned top and a beaded necklace. The typewriter is placed on a wooden surface, and a sheet of paper with handwritten text is emerging from it. The background shows a sunny street scene with trees, a colorful flag, and pedestrians in the distance.

Pay attention to the evil word  
count in your drafts.

Save and print.

Take-Out Poetry Cart, Artsweek 2018.





Be clear and concise.  
Avoid jargon and art-speak.


Shaun Phuah reading at The Theatre on King  
(2020). Downtown, Artsweek SHIFT.

**Get help. Get feedback.  
Absolutely get someone to  
proofread and double check  
the checklist.**



**Porchapalooza, Artsweek 2016.**





Try not to be afraid of the budget. Be precise. As your math teacher said, ‘show your work’.

Lett Architects, “Jackson Creek Project,”  
Artsweek 2015.



Be forthright:

- Don't pad your budget
- Don't make claims/promises you can't meet.
- Don't underestimate time/resource requirements – document your need.



Bethany LeBlonc, "A New Hive" (2020). Post-Code Tour, Artsweek SHIFT.





Double check for completeness and consistency:

- Does your budget balance?
- Does your budget match your narrative? A single story?
- Have you used the checklist?
- Is information accurate and up to date?

“The Flying Canoe,” Artsweek 2018.



A man with a beard, wearing a black beanie and a black face mask, stands with his arms crossed in a room. The background features a wall with a large-scale botanical illustration in green and yellow tones. To the left, a wooden wall has a warm, glowing light fixture. In the foreground, a green tufted bench and the legs of wooden chairs are visible. A blue semi-transparent box contains the text "What about COVID-19?".

**What about COVID-19?**

**John Climenhage installing “Menacing Beauty”  
(2020). Downtown, Artsweek SHIFT.**





“Imaginarium,” Artsweek 2018.



Contact the Artsweek team at [infoartsweek@gmail.com](mailto:infoartsweek@gmail.com) with questions and/or concerns.

If you are Deaf or hard of hearing, we can assist with your application.

We are here to HELP!!!



Backyard readings (2020).  
Downtown, Artsweek SHIFT.



**Any questions?**