



## Fall 2019 Arts Residencies for Schools HOST SITE APPLICATION HELP TOOL

Schools that have not previously participated in the Creative Sonoma Teaching Artist Residency Program will have priority in application consideration through September 13. Schools that are interested are encouraged to apply with the understanding of this priority designation to new school participation. Residencies will be scheduled starting in August 2019 and continue through December 2019 as funds allow.

Please review the Arts and Trauma Residency materials (located online at [www.CreativesSonoma.org/arts-education/atr/](http://www.CreativesSonoma.org/arts-education/atr/)) prior to completing the application, as well as to ensure that the instructions in this help tool are followed for each question.

All applications must be submitted online via the Creative Sonoma Submittable account (<https://CreativeSonoma.Submittable.com>). This Help Tool lists all questions included in the online application. Paper-based, handwritten, or incomplete applications will not be reviewed.

### SECTION I: WHO ARE YOU AND HOW DO WE COMMUNICATE WITH YOU?

ITEMS WITH AN ASTERISK ARE REQUIRED.

1. School Name\*
2. School Physical Address (street address, city, zip)\*
3. School's County of Sonoma Supervisorial District\*  
*NOTE: Your school's district can be determined at <http://sonomacounty.ca.gov/Board-of-Supervisors/Supervisorial-Districts/> using either the Interactive District Map or District Lookup*
4. School Site Main Office Phone Number\*
5. Principal Name \*
6. Principal Email Address\*
7. School Residency Coordinator Name\*  
*NOTE: The Residency Coordinator is the person with whom all communication, from Creative Sonoma and the teaching artist, about the residency will be conducted. This person must be a paid staff member at the School Site (i.e., not a PTA member).*
8. School Residency Coordinator Title and Grade Level\*
9. School Residency Coordinator Work Phone Number\*
10. School Residency Coordinator Cell Phone Number
11. School Residency Coordinator Email Address\*

## SECTION II: HOST SITE INFORMATION

ITEMS WITH AN ASTERISK ARE REQUIRED.

12. Total student enrollment at Host Site\*
13. Grade levels served at Host Site\*
14. Number of teachers employed at Host Site\*
15. Identify the predominant racial characteristics of your site (any category that describes 51% or more of your population). Check only one box.\*  
*NOTE: This information is gathered for statistical purposes only and will not affect review of your application.*
  - Asian
  - Black/African-American
  - Hispanic/Latinx
  - American Indian/Alaska Native
  - Native Hawaiian/Pacific Islander
  - White
  - No single group predominates
16. Check all boxes that apply to 51% or more of your site population.\*
  - Free and Reduced Lunch Program (FRLP)
  - Title I
  - English Learners (EL)
  - None of the above apply or exceed 50%

## SECTION III: WHAT DO YOU HOPE TO ACCOMPLISH WITH THIS RESIDENCY?

ITEMS WITH AN ASTERISK ARE REQUIRED.

17. Describe your overall goals for your students with the proposed residency program.\* (*Limit 250 words*)
18. Describe how you hope students will benefit from this residency, especially considering how the arts can be used to to engage and empower students.\* (*Limit 250 words*)
19. Describe how your teachers will use knowledge gained during the residency to enhance arts instruction after the residency is completed, if applicable. (*Limit 250 words*)
20. Describe how the proposed residency will address any School's artistic or curricular objectives, if applicable. (*Limit 250 words*)
21. Choose the months in the current school year when the residency/residencies can be scheduled. Check all that apply.\*  
*NOTE: Be sure you have checked all applicable school calendars for any conflicts.*
22. For each of the months checked off in number 21, please list the specific dates you have in mind, if any.  
*NOTE: Check in advance with your school administrator to ensure your dates will work.*
23. From the Arts and Trauma Residency Menu, please choose your preferred Scheduling Option numbers. \*  
*NOTE: Scheduling Options information can be found on the next page.*
  - Option 1 – Intensive
  - Option 2 – Immersion
  - Option 3 – Enrichment
  - Option 4 – Recurrent
  - Option 5 – Flex

<b>Arts and Trauma Residency Menu</b>			
Residency = 6 hours of student contact time			
	Length	Frequency	Duration
Option 1 – Intensive	70 mins/day	5 days/week	1 week
Option 2 – Immersion	1 hour/day	2 days/week	3 weeks
Option 3 – Enrichment	1 hour/day	3 days/week	2 weeks
Option 4 – Recurrent	1 hour/day	1 day/week	6 weeks
Option 5 – Flex	Pick the length, frequency and term of the residency ensuring at least 6 hours of student contact time.		
<b>Teaching artists genres include:</b> dance, music, theater, visual and literary arts.			

24. After referring to the Teaching Artist Directory for the artist who best suits your needs, select a minimum of one, maximum of three choices of artists to produce this residency, in order of preference.\*

*NOTE: The Teaching Artist Directory is available at <https://www.creativesonoma.org/wp-content/uploads/sites/www.creativesonoma.org/images/2019/07/Teaching-Artist-Directory-2019.pdf>*

25. List the grade level(s) of the core group of students who will participate in the residency.\*

26. What is the ideal number of residencies to host at your school? \*

*NOTE: One residency is generally equal to one classroom of students.*

- Not interested in more than 1 residency
- Total of 2 residencies
- Total of 3 residencies
- Total of 4 residencies-Maximum number approved at any one school

27. List the approximate total number of students who will participate in your residency request.\*

28. How did you learn about this opportunity? It helps us to know how the information made it to you!

#### **SECTION IV: Submission Statements**

Submission Statements to be verified by the Host Site Principal (required to finalize your application in Submittable):

- The submitter of this application declares that they have carefully examined the Arts and Trauma Residency Guidelines and Host Site Checklist and agrees that if a residency is awarded, to comply with all contractual elements therein.
- The submitter verifies that the Host Site is a Sonoma County, CA K-12 public school.

**The Arts and Trauma Residency program is made possible by  
The Sonoma County Office of Education.**