

LEAP

(Learning Elders Arts Program) Linking Island Seniors and Island Artists Program Guide 2009/2010



WHAT IS THE LEARNING ELDERS ARTS PROGRAM?

The LEAP – Learning Elders Arts Program is a project-based initiative designed to provide Island seniors with the opportunity to learn various artistic disciplines from local artists. This program is based on the belief that the arts will greatly enhance the lives of seniors.

LEAP program funding enables local seniors' groups to hire professional and semi-professional artists to teach various artistic disciplines such as visual and media arts, dance, instrumental or vocal music, theatre or musical theatre, literary arts, and folk arts and crafts.

PROGRAM OBJECTIVES

- Create partnerships between active seniors' organizations and experienced local artists.
- Create new and innovative avenues for appreciation of Island art.
- Increase social opportunities for seniors.
- Provide opportunities for seniors to develop new creative skills.
- Assist seniors in developing or discovering personal confidence.

WHO FUNDS AND ADMINISTERS THE LEAP PROGRAM?

The LEAP program is administered by the PEI Senior Citizens' Federation Inc. and is made possible through funding from the PEI Department of Communities, Cultural Affairs and Labour under the direction of Minister Carolyn Bertram.

GRANT INFORMATION

Applications for the LEAP program must be submitted by eligible seniors' groups in conjunction with local artists on or before the deadline. The maximum LEAP grant is \$3,500 per project.

WHAT'S NEW

Those who have applied for LEAP grants in a prior year will notice a few changes:

- The maximum LEAP grant has been reduced from \$4,000 to \$3,500 to allow more groups to participate.
- A new application form has been created for 2009/2010.
- The program objectives have been streamlined.
- Additional documentation is required with the application for funding.

ELIGIBILITY AND RESPONSIBILITIES

Program funding is available to seniors' groups and artists who meet the eligibility criteria. This includes, but is not limited to groups who are members of the PEI Senior Citizens' Federation Inc., public and private manors, retired professional groups.

Eligible Seniors' Groups:

- Must be an established seniors' group based on Prince Edward Island.
- Have been actively operating for a minimum of twelve months prior to making application to the program.
- Have a purpose and activities compatible with the LEAP program.
- Must be actively participating in the planning and delivery of the project.

The Artist(s):

- Must have completed training in their discipline through formal studies or apprenticeships or maintain a professional practice.
- Should have experience in teaching and in the discipline being taught.
- Must be directly involved in estimate labour and materials for the project.
- May not be a member, employee, volunteer or otherwise associated with the applicant.
- Are asked to consider issues of public safety, durability, and maintenance in the design of the project.

APPLICATION PROCESS

Applicants are responsible to:

- 1) Read the application package, including the Application Guide and Application Form.
- 2) Locate an artist(s) and plan the program with the artist.
- 3) Complete the application form and attach the required additional information as directed.
- 4) Ensure a representative from the organization and the project director reads, accepts the conditions of, and signs the declaration (at the end of the application).
- 5) Deliver completed application and required additional information to the PEI Senior Citizens' Federation office on or before the deadline.

After the deadline, applications will be sent to members of a jury panel for adjudication. The jury will make funding recommendations to the PEI Senior Citizens' Federation based on the adjudication criteria (below) and availability of funds. Applicants will be notified of the grant competition results within 30 days of the deadline. Approved applicants will be asked to submit a current criminal record check for each artist, a schedule of sessions, sign a contract, and sign a promotion agreement.

ADJUDICATION CRITERIA

Organizations must meet eligibility requirements to be considered for adjudication.

Artistic Merit:

The artist(s) partner(s) must be identified on the application and must be actively involved in the completion of the application and the planning of the program. Consideration will be made regarding:

- Experience of artist in the discipline he/she is teaching.
- Artist's teaching experience.
- Artist's experience working with seniors.

Art Form:

In addition, consideration will be made regarding:

- Compatibility of the art form and the type of seniors' group.
- Appeal of the art form to a wide variety of senior citizens.
- Probability of participants continuing with art after the program.
- Opportunity for participants to be actively involved in creating the art.

Sessions:

And consideration will be made regarding:

- Are sessions structured to encourage seniors to interact socially with other participants and the artist?
- Do sessions encourage fun and assist participants to develop or rediscover personal confidence?
- Do sessions include an opportunity for participants to share their art (ie exhibit, production, open house)?

Consideration will also be given to the total number of seniors participating in the project and the average cost per participant.

DEADLINE

Completed applications must be received on or before October 15th and must include the following:

- Completed original signed copy of the LEAP Application Form and four (4) photocopies.
- List of current Board of Directors, Executive Committee Members, Managers and/or Owners.
- Artist's resume and brief biography.
- Application Checklist.

The completed application and all supporting documents must be delivered to the PEI Senior Citizens' Federation Inc. office by the close of business (5 pm) on October 15th. Extended deadlines will not be permitted.

Applications must be delivered/mailed to:

Linda Jean Nicholson
PEI Senior Citizens' Federation Inc.
40 Enman Crescent, Suite 117
Charlottetown, PE C1E 1E6
e-mail: peiscf@pei.aibn.com
fax: 902-368-9006

RESTRICTIONS AND GENERAL NOTES

Some LEAP projects may evolve into ongoing programs, but LEAP is not intended to fund existing programs. Funding from this grant may not be used for the following: purchases of property, equipment or collections; capital improvements including restorations of existing art works; publications or recordings for commercial purposes; activities primarily aimed at fund-raising; hall rental fees, food lunches or snacks, promotional costs; or projects located outside of Prince Edward Island.

PROJECT PROMOTION

Seniors' Groups with approved projects must promote their project and submit copies of advertisements, public service announcements, articles and other informational and promotional publicity with the LEAP final report.

An acknowledgment must be made of the PEI Department of Communities, Cultural Affairs, and Labour for funding the LEAP project and the PEI Senior Citizens' Federation Inc for administering it in all press releases, interviews, public service announcements and other publicity. In addition, Public Service Announcements promoting projects must be submitted to the PEI Senior Citizens' Federation for publication in the "Voice for Island Seniors".



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1. ORGANIZATION INFORMATION

Provide the requested information about your organization. Also, *attach a list of current Board of Directors, Executive Committee Members, Managers and/or Owners* and contact information for each (residence and telephone number).

2. ORGANIZATION CONTACTS

Record the names and contact information for two individuals who are members of your organization. *The artist cannot be one of the contacts.* At least one of the contacts listed must sign the contract.

3. ORGANIZATION GENERAL INFORMATION

Provide general information regarding your organization including: the date your organization was established, mandate and/or objectives of your organization and general activities of your organization. If necessary, attach a sheet with additional information.

4. ORGANIZATION TYPE

Select the type that most closely describes your organization. If none of these apply, check "other" and record the type in the space provided.

5. PROJECT GENERAL INFORMATION

Provide a brief description of your project. Include information regarding opportunities for participants to be actively involved in the creation of the art, opportunities for social interaction, and a description of the final product.

6. PROJECT TYPE

Select the type that most closely describes your project. If none of these apply, check "other" and record the type in the space provided.

7. PROJECT DATES AND LOCATION

Provide information regarding your proposed project start and end dates, duration of project, total number of sessions, and the location where the sessions will be held.

8. GRANT REQUEST

The total amount of funds requested (up to a maximum of \$3,500) and the number of seniors anticipated to participate in the project.

9. ARTIST(S) CONTACT INFORMATION

Provide general contact information for each artist partnered in the project.

10. PROJECT BUDGET

The project budget is a breakdown for the total amount of funds requested by your organization. This section should be completed in collaboration with the artist(s). If the project involves more than one artist, a separate budget should be included for each artist.

11. PROJECT PROMOTION

Record the applicable media where the project will be promoted to attract senior participants.

12. DECLARATION

Two signatures are required on the declaration. One signer must be a member of the organization's Board of Directors, Executive Committee or a Manager or Owner (who is legally authorized to enter into binding contracts on behalf of the organization). The second signature is the Project Director. This individual must be a member or employee of the organization and must be listed as one of the two contact persons in section two of this application.

PROJECT APPLICATION DEADLINE

The checklist is a required part of the application. Submit a copy with your application.