



ARTS & HUMANITIES  
COUNCIL OF TULSA



December 5, 2014

**TO:** ARTISTS AND ARTS ORGANIZATIONS  
**FROM:** Kay Goss, Community Outreach Manager  
Harwelden Institute for Arts in Education  
**RE:** 2015/2016 Repertory

**THE HARWELDEN INSTITUTE FOR ARTS IN EDUCATION  
SOLICITS PROPOSALS FOR PERFORMANCES IN  
MUSIC, DANCE AND THEATER  
FOR THE 2015/2016 INSTITUTE REPERTORY**

Selected performances will be presented twice during the Summer Session workshops. Summer Session dates are June 22<sup>th</sup> through June 26, 2015. Performances **MUST** be available during the school year to tour in up to 54 schools.

Enclosed are the Criteria for selection of Harwelden Institute Repertory, an Institute Fact Sheet, and a 3-page proposal form.

**DEADLINE FOR RECEIPT OF REPERTORY PROPOSALS  
POSTMARKED BY MARCH 6, 2015**

Mail to:  
ARTS & HUMANITIES COUNCIL OF TULSA  
HARWELDEN INSTITUTE FOR ARTS IN EDUCATION  
Kay Goss, Community Outreach Manager  
101 East Archer St.  
TULSA, OK 74103

Please share this information with other artists, or ask them to contact me at [kgoss@ahct.org](mailto:kgoss@ahct.org) or 584-3333 x 220 for a proposal form.

Thank you!

**Harwelden Institute for Arts in Education  
FACT SHEET  
for Artists Submitting Repertory Proposals  
(Performing Arts Component)**

**The Harwelden Institute for Arts in Education**, modeled after New York's Lincoln Center Institute, is a partnership of Tulsa artists, arts organizations and schools. Artists and teachers working together bring **aesthetic education** to students. The Harwelden Institute began in 1984 with 8 schools, currently 54 schools participate and we reach over 18,000 students yearly.

***Aesthetic Education – What does it mean?***

- ***Aesthetic Education is an encompassing term, involving all aspects of education that fosters the creation of beauty and creativity in each individual student.***
- ***An attempt to understand our experiences of and the concepts we use to talk about objects that we find perceptually interesting and attractive***
- ***Involves subjective inclusion of personal experience, thought, and belief, to create, imagine, and evaluate things of beauty, be they natural or otherwise***
- ***An intentional undertaking designed to nurture appreciative, reflective, cultural, participatory engagements with the arts by enabling learners to notice what there is to be noticed, and to lend works of art in their lives in such a way that can achieve them as variously meaningful.***

**The focus of Harwelden Institute is Aesthetic Education – not Humanities.**

**Summer Session:**

- During one week in June, the selected Repertory performs for the teachers in training and returning teachers. This is similar to an audition.
- Each repertory piece is performed **twice** during the Summer Session.
- Using the Repertory as their text for study, teachers actively observe, explore and discuss each arts discipline. After the Summer Session, participating teachers select Repertory pieces for their school sites. Most school budgets only allow for the selection of two Repertory pieces. **The quality of the work is important as this is a competitive process for the participating Repertory pieces!**

**Touring the Repertory**

- Selected Repertory **must be available for touring throughout the school year. If the proposed work is available only at certain times during the school year, this MUST be noted in the proposal.**

Selected Repertory pieces tour directly to the schools - performing usually in gyms, cafeterias, or multi-purpose rooms.

- Times for in-school performances generally are 9:30 am and/or 1:30 pm.
- All Repertory touring directly to the schools must have sets/props/etc. that can easily and quickly be assembled and disassembled.

**ARTS & HUMANITIES COUNCIL OF TULSA  
HARWELDEN INSTITUTE FOR ARTS IN EDUCATION  
REPERTORY CRITERIA**

**INSTITUTE PHILOSOPHY:**

The Institute was established in 1984 and is modeled after the Lincoln Center Institute in New York City. Working in partnership with area educators, the Institute develops experiential studies focusing on works of art, including theater, music, dance and the visual arts. By actively engaging students in ongoing inquiry, research, discussion and reflection, the Institute supports learning across the curriculum, builds critical thinking skills, and stimulates the perceptual ability of young learners. As a result, unexpected connections are made, alternative points of view considered, complexities explored, and doors to new and imagined worlds opened.

**INSTITUTE DESCRIPTION:**

Harwelden Institute is an educational program that brings the arts into the mainstream of elementary and secondary education. The Institute uses a three-step process to accomplish this goal. **Step 1)**. Summer workshops for teachers **Step 2)**. Planning units of study with teachers **Step 3)**. Implementation in the schools. The focal point throughout the process is the work of art itself -- the play, the musical piece, the dance, the sculpture -- and the aesthetic properties of the discipline. The Institute is based on the belief that knowledge is gained through direct experience. Perceivers do not immediately see all there is to be seen in a work. One must learn by participating, viewing, reflecting and discussing.

**CRITERIA IN THE SELECTION PROCESS**

**Because Harwelden Institute repertory serve as texts for exploring aesthetic properties within them, the focus should offer students the opportunity to gain a greater understanding of the basic elements of an art form, the artistic process and aesthetic decision-making.**

***We are looking for performance pieces.  
Please do not submit lecture/demo presentations!***

**A workshop for teaching artists, provided by the presenter, may be necessary.**

**Educational Values:**

Clarity in **aesthetic** focus

Richness of content

Teachers must be able to recognize the value of the work as a focus for classroom study

Exhibits/performances must be appropriate for grade levels and appropriate within the community context

**Quality and Costs:**

High artistic caliber

Easily accessible for teachers and students (grade level appropriate)

Summer session costs and school year expenses are items of consideration



**ARTS & HUMANITIES COUNCIL OF TULSA  
HARWELDEN INSTITUTE FOR ARTS IN EDUCATION  
REPERTORY PROPOSAL**

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Title of Presentation/Performance \_\_\_\_\_

Presenting Artist/Organization \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

City/State/Zip \_\_\_\_\_

Discipline: Music \_\_\_\_\_ Dance \_\_\_\_\_ Theater \_\_\_\_\_ Multi-Discipline \_\_\_\_\_

Director/Choreographer/Composer/Leader \_\_\_\_\_

Number of artists performing \_\_\_\_\_

Is your piece available for touring **throughout** the school year? \_\_\_\_\_

**C. PROPOSED BUDGET**

\* Applies only to the Summer Session performances. **The majority of accepted proposal budgets generally range between \$ 750 - \$ 3,000.**

**Artistic:**

Director Fee	_____
Choreographer Fee	_____
Composer Fee	_____
# of performers x \$350 (includes rehearsal and 2 Summer Session performances)	_____
Royalties (if necessary)	_____

**Technical:**

Set/Costumes/Props	_____
Sound	_____
Special Touring Needs - <b>See FACT SHEET</b>	_____
Itemize _____	_____
_____	_____

**TOTAL**

\_\_\_\_\_  
**Signature of presenting artist**

\_\_\_\_\_  
**date**

**Deadline: Postmarked by Friday, March 6, 2015**

Please send your typed application to:  
Arts & Humanities Council of Tulsa  
Harwelden Institute for Arts in Education  
101 East Archer Street  
Tulsa, OK 74103

Please direct all inquiries to Program Director - Kay Goss  
(918) 584-3333 x 16 or [kgoss@ahct.org](mailto:kgoss@ahct.org)

ADDENDUM  
TO REPERTORY PROPOSAL  
FOR:  
ARTS & HUMANITIES COUNCIL OF TULSA  
HARWELDEN INSTITUTE FOR  
ARTS IN EDUCATION

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**D. SCHOOL YEAR BUDGET:**  
Applies only to school year four expenses

<b>In-School Performance Fee:</b>	\$ _____
<b>(Generally \$ 50.00 per performer)</b>	\$ _____
<b>Other Fees: *Total of costs below</b>	\$ _____
 <b>TOTAL</b>	 \$ _____

Are there any special requirements for the performance proposal during the school year? If so, estimate the cost per performance.

Examples:

REQUIREMENT	COST
*Performance Supplies	\$ _____
*Electrical requirements	\$ _____
*Special Flooring	\$ _____
*Van Rentals	\$ _____
*Costume Rentals	\$ _____
<b>TOTAL</b>	<b>\$ _____</b>

Extra set up time:

How much time prior to the performance do you need to set up? \_\_\_\_\_

a. Do you need to set up the night prior to the performance? \_\_\_\_\_

b. Do you need more than 1 hour to set up the day of the performance? \_\_\_\_\_

\*Will you have extra troupe members? \_\_\_\_\_

\*Will you require a stage manager? \_\_\_\_\_

\_\_\_\_\_  
Presenter Signature

\_\_\_\_\_  
Date

**Please remember that your repertory piece is partially selected by the individual schools on the basis of: cost and accessibility. Try to keep the special requirements to a minimum.**

## Submission Checklist

### EDUCATIONAL VALUES:

Clarity in AESTHETIC focus:	Yes	No
Targeted Age Group	Yes	No
Learning Goals	Yes	No
Richness of Content:	Yes	No
Value as a focus for classroom Study:	Yes	No
Age Appropriate:	Yes	No
Will it present well within the community context:	Yes	No

### PERFORMANCE QUALITY AND COSTS:

High artistic caliber:	Yes	No
Easy to tour/simple setting:	Yes	No
Cast size & technical requirements:	Yes	No

### NUTS & BOLTS:

CD/DVD/Recommendations	Yes	No
Bios/resumes	Yes	No
Script	Yes	No
Submitted prior to Deadline	Yes	No
Signatures and Dates	Yes	No

Selection Committee Rubric:

HARWELDEN INSTITUTE  
SELECTION COMMITTEE EVALUATION SHEET

TITLE OF PROJECT: \_\_\_\_\_  
DISCIPLINE: \_\_\_\_\_

Very Weak = 1    Weak = 2                      Average = 3      Good = 4                      Excellent = 5      Outstanding = 6

Clarity in AESTHETIC FOCUS:                      Score: \_\_\_\_\_

Targeted Age Group:                                      Score: \_\_\_\_\_

Learning Goals:    Score: \_\_\_\_\_

Richness of Content:                                      Score: \_\_\_\_\_

Value as a focus for classroom study:              Score: \_\_\_\_\_

Age Appropriate:    Score: \_\_\_\_\_

Present Well Within the Community:              Score: \_\_\_\_\_

High Artistic Caliber:                                      Score: \_\_\_\_\_

Easy to Tour / Simple Set-Up:                      Score: \_\_\_\_\_

Cast size and technical requirements:              Score: \_\_\_\_\_

CD/DVD/Recommendations:                      Score: \_\_\_\_\_

Bios/resumes:    Score: \_\_\_\_\_

Script:    Score: \_\_\_\_\_

Submitted by Deadline:                                      Score: \_\_\_\_\_

Signatures & dated:    Score: \_\_\_\_\_

TOTAL SCORE: \_\_\_\_\_

Committee Member Signature: \_\_\_\_\_