Request for Proposals, Make Art Your Superpower

Background/Introduction:
Our Mission: The Peoria Public Library will provide all residents books, other printed materials, new technologies, and programs that stimulate personal intellectual growth and development and provide a satisfying experience that nurtures a love of reading and the joy of discovery.

As a part of the PPL mission, the McClure Branch seeks to establish an Artist in Residence program, funded through Delta Kappa Gamma Nu Chapter's Lambda State Foundation for Educational Studies. The Artist in Residence will hold office hours at the McClure Branch, will teach a class for interested students at McClure, and will hold a week-long class for community youth.

This opportunity is available to Peoria-area artists.

Project Goals and Scope of Services: The Artist in Residence Program will establish an opportunity to create an artist in residence at the McClure Branch of Peoria Public Library. The artist in residence will informally teach library visitors during "office hours" at the branch, provide formal learning in a monthly library program open to students of all ages, and work closely with a community organization that serves young people to formally teach kids/teens in the community.

DKG Nu Chapter/PPL responsibilities	Artist responsibilities
- Ensure that grant money is spent according to the grant requirements - Review proposals and select artist(s) - Coordinate with local organizations (East Bluff Community Center; Boys and Girls Club; Peoria High School, etc) - Provide materials - Display art at library - Provide physical space for participants - Manage photo rights for participants - Create, gather, and compile program evaluations from participants	- Provide a program proposal to the DKG/library committee - Provide "office hours" at the library – one Saturday/month (2 hours) - Plan and provide class/lecture at the library – one evening/month (2 hours, + prep time) - Plan and provide week-long, youth focused lessons on their art – one week/month (5 hours, + prep time) *Artist pay: covers 10 hours/month @$30/hour, so Artist Stipend will be $300 per month, with all materials paid for by the grant.*

Anticipated Selection Schedule:
Request for Proposals open April 2025. Due date for proposals: May 1st, 2025.
Decision on Proposals: May 9th, 2025.
Artist in Residence Program will run at the McClure Branch, June 2025 - July 2025

Turn in RFP forms to the McClure Branch library (315 W McClure Avenue Peoria, IL 61604), or to Rose Farrell (RoseFarrell@ppl.peoria.lib.il.us) by May 1st, 2025. Please call with any questions (309-497-2701)

Artist Name:
Artist Contact information:

Proposal Checklist. Please make sure you fill out each of the following sections.

- o   Resume or CV
- o   Brief Description
- o   Samples of Work
- o   Class/Location Information
- o   Office Hours Information
- o   Supply List

Brief description of your art/program idea (one paragraph is sufficient here):

Samples of work (links or social media feed is fine – we would like to get an idea of your work):

Class/Location Information:

This element can be somewhat brief – we want an idea of what you'll be planning to work on with community youth. Preference given to lessons that build organically on the preceding activity. Each lesson must have an active, hands-on component.

Do you have a preferred community organization? (If not, the library will choose the organization and coordinate time and space.) Have you worked with them before? Contact Information for the organization: OR: ☐ I would prefer that PPL chose the community organization.		
Day 1	Activity	Outcomes / things learned
Day 2	Activity	Outcomes / things learned
Day 3	Activity	Outcomes / things learned

Day 4	Activity	Outcomes / things learned
Day 5	Activity	Outcomes / things learned

"Office Hours" Information:

We will hold the Program Room at the McClure Branch open for your Saturday office hours. This will be an opportunity for amateur local artists (of all ages) to speak with you in a more informal way. They could have a chance to see your portfolio. They can get feedback on their own portfolio and their work so far. It will be an informal opportunity for you to share informal advice and information to members of your community.

How might you advertise these hours?

Supply List:
Please let us know what supplies you'll need in your classes. We (PPL and Delta Kappa Gamma, Nu Chapter) will get the supplies, but it will help to know what you plan to work with. Add lines as needed.

Item:	Where do you typically find it: