



Cultural Arts Center 2021-22 Artist-in-Residence [AiR] Guidelines

139 West Main St. Columbus, OH 43215 www.culturalartscenteronline.gov

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Important Dates

Residency 1: May 11th, 2021- August 31st, 2021

Award Announcement April 12th, 2021

Move in dates May 11th-14th, 2021

Studio Hours: Monday- Thursday 9am-10pm

Friday & Saturday- 9am-4pm

Conversations & Coffee or outreach TBD

Exhibition or performance August 27th- October 2nd, 2021

Move out dates June 1st-4th, 2021

Residency 2: September 14th, 2021- January 4th, 2022

Award Announcement April 12th, 2021

Move in dates September 14 th-17th, 2021

Studio Hours: Monday- Thursday 9am-10pm

Friday & Saturday- 9am-4pm

Conversations & Coffee or outreach TBD

Exhibition or performance January 7th- February 12, 2022

Move out dates January 11th-14th, 2022

The awarded Artist-in-Residence shall be referred to as 'AiR' and the Cultural Arts Center as 'CAC' in the following document.

Overview

AiR is a 16 week, non-live-in, studio residency in one of Columbus's premier arts institutions, the Cultural Arts Center. Artists are chosen by a panel of juried applicants and awarded an unrestricted use \$1400.00 stipend. The goal is for AiR to become part of the CAC community by engaging regularly with and educating students attending classes, visitors, and tour groups. The focus is for AiR to develop a body of work in the artist's discipline and share it through talks, demos, programs, workshops, outreach at other recreation centers and an exhibition. At the successful completion of AiR, the artist will become a panelist for future AiR awards.

Purpose

To provide studio space, financial, inspirational, and network support to any artist seeking opportunity and exploring new directions or projects in their art making process.

Studio Access

AiR will have access to the studio during regular business hours listed above. The studio space is on the second floor accessible by stairs or elevator. There are two handicap entrances with ramps and a dedicated handicap parking space in the rear staff lot.

Amenities

760 sq. ft., downtown studio space with windows and natural light, large sink, free parking, access to Sculpture, Jewelry, Ceramics, Drawing, Painting, Book Arts, Printmaking, Fabric Design & Enameling studios, close to bus line, access to student and professional network, Wi-Fi, CREATED art shop.

Alterations to the Studio Space

The Cultural Arts Center is a historic building and consideration to the integrity of the study should be taken seriously. No major alterations to the studio space may occur unless specifically approved by the Arts Administrator. Table and floor coverings are provided to prevent excess wear and tear of the space. The space should be kept tidy and free of obstructions to exits and fire extinguishers and be accessible to all building inspections.

Cell Phones

Please use your phone in a discrete manner while students are present in the studios next door. No pictures may be taken in the adjacent studios while students are present.

Code of Conduct

AiR shall represent the Cultural Arts Center and staff in a positive manner. The Center is considered a shared community, family friendly venue and remains open for all. No derogatory images, music or art shall be present on the premises. No clothing or t-shirts with negative references to race, color or creed shall be worn while in the building. Images that are explicit or vulgar in nature can be removed at the discretion of the Center Manager. We do not tolerate abuse of any kind, which includes, but is not limited to yelling, bullying, physical abuse, threats, sexual abuse/harassment, intimidation, stalking or beyond. AiR accused of causing harm (physical violence, intimidation or threats) will be removed from the residency until the conflict is resolved as per our conflict resolution process. The nature of our spaces relies on respect, mindfulness and collaboration to foster a productive and safe space for all our students/staff.

The Cultural Arts Center welcomes people of all genders, abilities, cultures and sexualities in this space. As such, any form of discrimination will not be tolerated. This can include but is not limited to: racist, sexist, homophobic, transphobic, fatphobic or ableist comments, sexual harassment or bullying. CAC will not tolerate violence, theft, vandalism or any other harmful acts. We reserve the right to remove anyone creating an unsafe or unpleasant environment. We wish to make this a safe, welcoming and fun space for everyone. If at any time you are made to feel uncomfortable or unsafe please report to a CAC staff member immediately.

AiR shall exercise common courtesy, for example, taking loud conversations to more appropriate spaces away from work areas, avoiding strong scents and perfumes, and respecting personal boundaries and space. We also encourage open and friendly attitudes but we respect the need for boundaries and mutual respect. Excessive or disruptive visits from friends, colleagues, or family is not permitted. Loud or offensive music is not permitted. No pets are permitted in the studio with the exception of service animals.

The AiR contract can be voided for any infractions of these or other code of conduct violations.

Conflict of Interest

AiR is intended to provide space for artists to create new work. The residency is not intended to be a business front and personal business shall be conducted outside of the residency hours. All sales of art made during scheduled residency exhibitions or events shall be processed by CAC staff and a 30% commission collected.

Contract and payment schedule

Artist will be required to complete a contract with the CAC/City of Columbus. Payment Schedule will be determined in association with Artist.

Exhibition Opportunity

Each AiR will be given an exhibition in the Loft Gallery or alternative performance space to showcase new work produced during the residency. Exhibitions are widely advertised by the CAC communications team and press releases are sent to all major media outlets. Visual art sales are at the discretion of the AiR with CAC retaining a commission of 30%. Exhibitions are frequently attended by arts leaders, collectors, and gallery owners.

Forms

AiR will be required to complete all paperwork including a contract (with a scope of services) and a form W9 for tax purposes. The AiR will be considered a contractor and not an employee of the City of Columbus, Columbus Recreation and Parks, or The Cultural Arts Center.

Insurance

Work that is on display in one of the CAC galleries will be insured provided the artist creates and shares a valuation of artwork prior to the start of an exhibition.

Personal Property & Storage

The studio space has a lockable door and lockable cabinets will be provided. It is recommended valuables are stored and locked securely.

Publicity

AiR shall grant access to photography, video, and written interviews by local media and CAC communications team. Use of these interviews can be used on but not limited to social media, web sites, news articles, press releases, promotions, brochures, and the like.

Use of Social Media

The CAC has a media relations department and social media platforms. For advertising and promotional purposes, the AiR grants permission to have his/her work photographed and posted on CAC social media channels. The AiR is permitted to post freely on personal channels, and may be given opportunities to "takeover" CAC's Social media on scheduled dates.