

# ARTIST ROSTER INCLUSION

## Guidelines

**INTENT:** To promote Kansas artists and ensure that every Kansas community has access to high quality arts programming.

### **DESCRIPTION**

**Touring Roster:** The Kansas Arts Commission maintains an approved Touring Roster of Kansas-based touring companies and artists. In this program, the artist or artist's management sets the fee and negotiates the booking. Applicants must have a history of touring and maintain a reasonable fee range. Roster artists are required to perform outside their community regularly. Touring artists offer single performances/programs as well as optional services that may include workshops, master classes, interactive performances, lecture-demonstrations, arts education components, residencies, or short performances. The fact that an artist is approved to the roster does not imply or guarantee that the artist will receive bookings in the coming year. If you are an artist, becoming a Kansas Touring Performer helps you to be found by presenters and connects you to the community of other roster artists.

**Public Artist & Muralist Roster:** The Kansas Arts Commission maintains an approved Roster of Kansas-based artists working specifically on public art and mural projects. Applicants for this roster must have a history of community engaged public work and maintain a reasonable fee range. Roster artists are required to work outside their community regularly. Artists will work on public projects as well as provide optional services that may include workshops, master classes, lecture-demonstrations, arts education components, residencies, or short performances.

**APPLICANT ELIGIBILITY:** Kansas-based nonprofits, individuals, universities, and unincorporated/for-profit groups providing arts performances and experiences in any artistic discipline.

### **PROJECT CRITERIA**

Touring Roster Applicants must:

- Be experienced, high quality artists with a professional reputation;
- Touring Roster Artists provide public performances or presentations of their work;
- Touring Roster Artists are able to provide meaningful educational activities with students (including, but not limited to, master classes, interactive performances, workshops, lectures) and/or provide quality complementary activities with additional community populations (including, but not limited to, demonstrations, panel discussions, workshops, lectures);
- Be willing to tour at least 2 Kansas communities at least 60 miles outside of their home base.

Public Art & Muralist Applicants must:

- Be experienced, high quality artists with a professional reputation;
- Be willing to travel to Kansas communities at least 60 miles outside of their home base.

### **APPLICATION PROCESS**

All applications must be submitted via an online form: <https://kansascaic.submittable.com>

Applicants will provide the following information:

- Biographical information
- Brief description of the artist's programs
- Contact information including website or online presence
- Program fees

- Work samples and certification documents to verify Kansas residency;

Support Materials **may** include:

- Performances/Programs: Panelists will limit their review to 3-5 minute segments. Video of a staged performance or public program offering is preferred to a video production.
- Marketing: brochure; sample program; sample news release; reviews; artist/presenter contract, reviews, previous presenters, audience, and noteworthy individuals (cite source).
- Resume(s) of artists/touring manager (2 pages maximum per person)
- Letters of Recommendation (3 maximum)

The performance fee indicates the cost of presenting a program an average distance from the artist's home area and includes transportation and lodging, unless otherwise noted. Factors affecting the performance fee include: number and type of performances at a specific location; size and type of audience expected; actual distance traveled; block booking arrangements; and equipment required. All fees listed are negotiable and subject to change.

KAC does not serve as a booking agent for artists listed, nor does a listing guarantee employment. The most successful artists use this as a tool to help promote themselves to potential booking agents. Eligible organizations may request funding from KCAIC through the Arts Integration Program-Visiting Artists grant to present artists in this roster to their community. Roster artists are also eligible for an increased grant amount through the Mid-America Arts Alliance Regional Touring Program.

### **APPLICATION REVIEW CRITERIA**

- **Artistic Quality:** Artistic merit of the applicant and quality of services. This is the primary consideration for inclusion in the roster.
- **Capability and Experience:** Evidence of experience and reliability. Ability of applicant for effective implementation, management, and promotion of programs
- **Impact:** Ability of applicant to impact teaching and learning in, about and through the arts and/or innovative integration of an arts discipline into non-arts curriculum or content areas. The quality of complementary activities will be considered.

### **REVIEW PROCESS**

Applications are reviewed by a peer review panel consisting of professionals with broad knowledge in the arts, community and economic development, and a chair who shall be a member of the KAC staff or commission.

### **ROSTER ARTIST EXPECTATIONS**

Artists accepted to the KAC Artist Rosters are expected to:

- Conduct their work in a professional, ethical, and transparent manner
- Refer presenters and potential Visiting Artist Grant applicants to KAC staff for assistance
- Maintain an active and up-to-date online listing on the Kansas Arts Commission website

### **REEVALUATION**

Current Roster artists do not reapply each year. However current Roster Artists do need to complete the Roster Artist Active Standing Form in Submittable to confirm they active members of the Roster and would like to remain listed. Artists are subject to re-evaluation on request. Artists are evaluated by presenters to ensure that performers continue to meet program requirements.

Please visit <https://www.kansascommerce.gov/kcaic> or contact KAC at [kcaic@ks.gov](mailto:kcaic@ks.gov) or 785-379-1608 with questions.