

## Section 8

### FY13 AIE After-School/Summer Residency Narrative Outline

Provide a full but concise discussion for each of the four operational areas in the order presented below. The Narrative may not exceed ten pages. Follow the topic suggestions as indicated to focus your remarks. Use a font that is no smaller than 10 point Verdana or Times New Roman 12. Save your narrative as a separate file on the computer disc or flash drive you are asked to submit as part of your application package.

#### I. Program description (25 points)

- Describe the proposed AIE After-School/Summer Residency (AIE AS/SR) program in as much detail as possible. Outline the arts activities to be included and clearly describe how these activities tie into the core curriculum or character-development programming. Describe the specific length of the AIE AS/SR program.
- If applying for an AIE AS/SR program for the first time, how was the need for the program determined? If a previous AIE AS/SR program was in place, explain how this residency experience will expand on it.
- Describe the in-service portion of the AIE AS/SR program. Identify which teachers/administrators/staff will be involved and describe how in-service activities will be scheduled.
- Name the key participants: the AIE program coordinator, the on-site coordinator, the participating teachers or organization staff, and the proposed AIE roster artist(s) involved. Describe why the selected artist(s) fits the needs of the proposed AIE AS/SR program.
- Identify both the core and peripheral groups of students participating in the AIE AS/SR program. Include the grade level(s) and describe how each group will participate.

#### II. Access and diversity (25 points)

- Demonstrate an understanding of disabilities that may be encountered during the AIE AS/SR program and describe strategies to ensure that everyone is served.
- Describe how the AIE AS/SR program will work to increase the understanding of and appreciation for diversity within the school/organization and the community.

#### III. Planning and Implementation (25 points)

- List the names and affiliations of all people involved in the planning process, and highlight the key steps taken to develop the AIE AS/SR program.
- Describe the artist involvement in the planning and development process, including a brief description of pre-planning sessions with the artist and school/organization prior to the start of the AIE AS/SR program.

- Describe how parents and community members will be involved in AS/SR-related activities and how these activities will be promoted within the community.
- Describe strategies planned to educate state and local policy makers about the value of arts in education and public support for the arts.

#### IV. Follow-up and Evaluation (25 points)

- Indicate the specific roles of the AIE program coordinator and other key participants in the administration of the program. Describe strategies to determine if the AIE AS/SR program is progressing as planned.
- Describe how the site will ensure the benefits of the AIE AS/SR program will be continued once it ends.
- Describe how the completed AIE AS/SR program will be evaluated in order to measure its value to students, teachers, parents, and other participants. What evaluation tools or instruments will be used?
- Describe how evaluation results will be used to make future AIE AS/SR programs more successful.
- Describe how the AIE AS/SR program will be documented, and how the school/site will use this documentation in the future.