



ARTISTS IN THE LIBRARY Frequently Asked Questions

Q: Who should applicants contact at their preferred library?

A: Artists should contact the branch representative listed in Appendix A of the grant guidelines to ask relevant questions, explore possible project timelines, and ensure that the proposed project is feasible.

Q: Can artists/organizations/collectives apply to do a residency in multiple libraries?

A: No. **Your residency will take place at only one library branch.** In your application you may apply with only one specific branch in mind, or you may list multiple branches that you feel might be suitable for your proposed residency. If you list multiple branches in your application, this flexibility needs to be reflected in your project description. If your application is successful the jury will select a branch, based on the relative merits and suitability of the other successful applications. If you are applying with one particular branch in mind, please include detailed information on why that branch is preferred. Please note: you may not be placed in your preferred branch if the jury selects a higher scoring application for that particular branch. This is common where there is a disproportionate amount of competition for a single branch.

Q: Are artists/organizations/collectives responsible for advertising and promotion of the activities?

A: Yes. The library branch will use their existing networks to help promote the programming to library community members, but artists must have a clear outreach and audience development strategy. This strategy can be developed within the 'Project Description' portion of the grant application under 'Outreach and Audience Development'. The program is designed to engage new and existing community members, so outreach/advertising/promotion is very important. Any marketing/promotion expenses can be included within the budget.

Q: Do the sites themselves have veto power over what project is assigned to their site?

A: There will be a representative from the Toronto Public Library on the jury. The TPL representative will not be judging the artistic merit of the projects, but will provide feedback as to the feasibility and suitability for each of the particular branches. The jury will decide which projects to fund based on the assessment criteria (see guidelines). Making contact with a branch representative to ensure that your proposal is feasible is very important. If the project is determined infeasible by the jury it will not be funded.

Q: In my application can I reference any contacts or connections I have made at the branch?

A: You can make reference to your conversations with library staff to reinforce the project's feasibility (i.e.: the library representative has confirmed that the area or room you want to use is feasible), but there will be no confirmations and no calendar bookings made until the project has been funded. No letters of reference from TPL branches are required. Each site will have existing programming to work around, so you'll need to be flexible and work closely with library staff to book your programming dates, if your application is successful.

Q: What time of year must projects take place?

A: Projects must take place anytime in 2019, depending on the availability of the room or areas of the library your proposed project requires. Scheduling is subject to negotiation with library staff (see guidelines for details and information on public programming hours). Please note that each branch may have different hours and different days of the week when they are closed, so be flexible in your approach to scheduling. Consider statutory holidays (i.e.: TDSB PA days, civic holidays, March break, religious holidays, etc...) when you are creating your programming schedule.

Q: What is the funding amount?

A: The Artists in the Library grants program will award grants of \$20,000. Smaller projects will not be considered.