Artist-in-School Scheme 2023 – Annex A

Submit your school's application through FormSG by clicking on or scanning the QR Code. Link will be active from 12 September – 17 October 2023, 5pm.

https://go.gov.sg/aiss2023application

Complete your online application in one sitting. Please ensure that you have the following information ready.

☐ General AISS Project Information, comprising:
- Applicant Details (school name, teacher-in-charge, contact details etc.)
- Project summary (project title, objective, art form, etc.)
- Schedule (start and end date, no. of contact hours, etc.)

☐ 'Artist-in-School Scheme 2023 - Annex A' Template (this document) to be attached in PDF, comprising:
- Programme Outline
- Budget
- Artist's CV

<u>Note:</u>
Save your file using the following naming convention: SchoolName_AISS23_Annex A (E.g. ForestStreetPrimarySchool_AISS23_Annex A)
FormSG has a 7MB limit for attachments. Please ensure that all files are formatted to fit into a single document.

Part 1/3: Programme Outline Template

1. Take time to read AISS 2023 Grant Guidelines on the [AISS website](#) to gain better understanding of the scheme, including funding details, qualifying criteria and application process. A well-written programme outline helps NAC envision your project.

2. Ensure that the programme outline articulates learning strategies/activities that build towards the project's intended learning outcomes. This template should be submitted by the teacher in-charge, **in consultation with** the arts professional. Avoid submitting generic lesson plans prepared by the artist/ arts group; the programme should be customised to the target profile's learning needs.

3. **Note that AISS projects should not replicate existing NAC-Arts Education Programme (NAC-AEP) on the Directory.** AISS supports projects with unique / customised objectives and content to meet the specific needs of the school that cannot be fulfilled by purchasing an NAC-AEP.

School Name:
Project Title:
Proposed Artist(s):
Intended Learning Outcomes By the end of the project, students will be able to… **1)** **2)** **3)**
Details of Sessions (Students): *Please indicate breakdown in the table below, taking reference from the example provided.*

No.	Target Profile* (indicate breakdown)	No. of Students	Number of Sessions (total and breakdown)	Length of Each Session	Frequency of Sessions	Project Period	Remarks (optional)	
E.g.	*3 classes of Sec 3 Art Students (2 Express, 1 NA)*	*45*	*20 sessions total* *6 sessions x 3 classes, followed by 2 combined sessions.*	*50 min*	*Weekly (with exception of school/ public holidays and weighted assessment weeks)*	*Feb – June 2023*	*The three classes will have separate sessions until the last two sessions, which are combined for a gallery walk/ showcase component.*	
1								
2								

*Target Profile examples include Youth-At-Risk, Interest Groups, CCA etc.

Programme Outline	
Session No.: Session Focus	**Activities** Provide a detailed description of the strategies and activities in each session. NAC will be assessing the proposal on teaching strategies and how the lessons are scaffolded and tailored to the specific student profile. You may want to also state the resources, materials or tools that will be used. Add rows below as needed. **Do not attach other documents in place of this template.**
E.g. *Session 1: An Introduction to Singapore Literature*	*E.g.* • *Students will be introduced to a timeline of local literature beginning from 1965. [Lesson objective] The artist will be using Powerpoint slides to guide the lesson and will be facilitating a quick quiz to activate students' prior knowledge. [Strategy]* • *Students will then be divided into groups to co-write a short local poem according to the assigned themes. Students who are comfortable with writing can choose to explore writing in different languages, whilst students who have less confidence can start with prompts using the writer's previous works as a starting point… [Demonstrate tailoring to various student needs].* • *Exit pass: all students are to share one word which describes their learning experience in this lesson.*

For Projects with Teacher-Training Components Only (optional)

Description of training objectives (max 500 words):	
Description of training plan (max 500 words):	
Number of sessions and duration of each session:	
Name of teacher(s)	**Designation**

Part 2/3: Budget Template

Please provide a clear breakdown of artist fees and material costs.

Guidelines for Material Costs

1. The following material costs are **not supported** under AISS:
   - Transportation
   - Meals
   - Equipment maintenance
   - Installation costs
   - Venue rental
   - Assets:
     - Equipment (E.g. kiln, iPad)
     - Software
     - Instruments

2. Rental can be considered for selected items such as instruments and artmaking equipment.

Manpower costs (E.g. artist, assistant facilitator, choreographer. etc.)	Artist fees per hour	No. of contact hours	Total cost
Total manpower costs			
Material costs (please see page above for list of unsupportable items)	Unit Price	Quantity	Total cost
Total Material Costs			
Total AISS Project Cost (Manpower Costs + Material Costs)			

Part 3/3: Artist(s) CV Template

1. Please adhere to the template provided and limit this portion to a maximum of **one full page** per artist/ instructor. **Attaching other documents (E.g. CVs, resumes) in place of this template will render the submission invalid.**

2. Note that only local artists, or artists **currently engaged under a local company with the relevant work passes**, will be considered. Please refer to the Grant Guidelines document for further details on assessment.

Biographical information	Professional/ educational qualifications[1] (E.g. certifications, diplomas, proof of mentorship or apprenticeship etc.) **in the relevant art form**	Track record of relevant **local/ international industry experiences**[2]	Track record of **pedagogical qualifications/ training/ experience**[3] relating to the student profile involved in the project.
• Name • Contact details • Company (if relevant) • Artist Statement (optional) Note: **Do not** include NRIC or other sensitive personal information.	**Note: Individuals should be registered on REMS 2.0 before the start of your project.**	Do indicate if the artist is currently conducting NAC-AEP and state the organisation(s) which have engaged him/ her.	
		No. of active years in industry: *Please list key engagements.*	No. of active years teaching in mainstream schools: *Please list key engagements.*

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[1] Examples of professional/ educational qualifications: ABRSM Diploma, La Salle or NAFA certification, degree in the relevant art form (educational/ pedagogical certifications should not be listed here)

[2] Examples of local/ international industry experiences: public performances/ showcases (E.g. at festivals or shows), published work, represented Singapore in competitions/ performances on the international stage etc.

[3] Examples of pedagogical qualifications/ training/ experience: Essentials of Teaching and Learning, Diploma/ Bachelor's in Education (please state institution), qualifications to teach Special Education target profiles, current lecturer at an institution etc.