

# TOURING ROSTER INCLUSION GUIDELINES



## **INTENT**

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

## **DESCRIPTION**

The Kansas Creative Arts Industries 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 as well as optional services that may include workshops, master classes, 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.

## **APPLICANT ELIGIBILITY**

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

## **PROJECT CRITERIA**

Applicants must:

- Be experienced, high quality artists with a professional reputation.
- Provide public performances or exhibitions of their work.
- Be able to provide meaningful educational activities with students.
- Be willing to provide quality complementary activities with additional community populations.
- Be willing to tour at least 2 Kansas communities at least 50 miles outside of their home base.

## **APPLICATION PROCESS**

All applications must be submitted via an online form: [kansascaic.submittable.com](https://kansascaic.submittable.com)

Applicants will provide the following information:

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

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.

KCAIC 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 AIP-Visiting Artists program 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.

### **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 will be reviewed within 4 weeks of each deadline. 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 KCAIC.

Recommendations will be presented to the Kansas Creative Arts Industries Commission Board which will make a determination based upon the panel's recommendations.

### **REEVALUATION**

Touring Roster artists do not reapply each year although they are subject to re-evaluation on request. Artists are evaluated by presenters to ensure that performers continue to meet program requirements.

Please contact KCAIC at [Peter.Jasso@ks.gov](mailto:Peter.Jasso@ks.gov) or 785.296.2178 with any questions.