



**SOUTH DAKOTA ARTS COUNCIL**  
800 Governors Drive  
Pierre, SD 57501-2292

**ARTISTS IN SCHOOLS & COMMUNITIES GRANT AWARD**

July 12, 2004

**Darla Drew Lerdal**  
**City of Rapid City (Recreation Department)**  
**225 Waterloo Street**  
**Rapid City, SD 57701**

County: \_\_\_\_\_ LF072804-12

TIN Number: \_\_\_\_\_

Dear Artists In Schools & Communities Sponsor:

We are pleased to announce that details of your application for an Artists In Schools & Communities (AISC) residency have received final approval. Sponsors of AISC residencies will receive a matching grant from the South Dakota Arts Council (SDAC) for one-half of the artist's fee plus travel.

DETAILS OF AISC GRANT AWARD: Artist: **Childrens Theatre Co of South Dakota**  
Social Security Number: 46-0215866  
Length of residency: **1 week(s)**  
Dates of residency: 7/19/2004 to 7/24/2004

**SDAC funding provided at \$800.00 plus travel at \$107.88, for a matching grant of \$907.88 awarded to City of Rapid City (Recreation Department).**

On the last day of the residency, **City of Rapid City (Recreation Department)** is responsible for paying **Childrens Theatre Co of South Dakota \$1,707.88**, which includes the Arts Council's grant of **\$907.88** plus the sponsor match of **\$800.00**.

PROGRAM CREDIT: The local sponsor agrees to print on all published materials and in all public announcements the following credit line: **South Dakota Arts Council support is provided with funds from the State of South Dakota, through the Department of Tourism and State Development, and the National Endowment for the Arts.**

EVALUATION: An evaluation form must be completed and sent to SDAC within 30 days after the conclusion of the residency.

TERMINATION: If for unforeseen circumstances, the above described residency does not take place, the sponsor will return the entire grant award to SDAC.

**READ AND FOLLOW THE DIRECTIONS ON THE REVERSE SIDE OF THIS PAGE.**

Sincerely,

Dennis Holub  
Executive Director

Michael Pangburn  
Arts Education Coordinator

Office of Tourism  
Governor's Office of Economic  
Development  
Tribal Government Relations  
711 E. Wells Ave. / Pierre, SD 57501-3369  
Phone: 605-773-3301 / Fax 605-773-3256  
travelsd.com / sdgreatprofits.com /  
sdtribalrelations.com

**South Dakota Arts Council**  
800 Governors Dr. / Pierre, SD 57501-2294  
Phone: 605-773-3131 or 1-800-423-6665 in S.D.  
Fax: 605-773-6962  
sdac@state.sd.us / sdarts.org

South Dakota State  
Historical Society  
900 Governors Dr. / Pierre, SD 57501-2217  
Phone 605-773-3458 / Fax: 605-773-6041  
sdhistory.org

South Dakota Housing  
Development Authority  
PO Box 1237 / Pierre, SD 57501-1237  
Phone: 605-773-3181 / Fax: 605-773-5154  
sdhda.org



**AISC GRANT AWARD  
PAGE 2**

In order to secure payment of your Grant Award:

- (1) ✓ Fill in the name of the county and the taxpayer identification number (TIN) at the top of the first page of this **Artists In Schools & Communities Grant Award** letter. ✓ Read and agree to comply with the AISC residency requirements outlined on the bottom of page 2. ✓ Sign and date the letter on the bottom of page 2 and **return the original to the South Dakota Arts Council**. Keep the COPY for your records.
- (2) Enter into a contract with the artist by signing the enclosed Artists-In-Schools **AGREEMENT BETWEEN ARTIST AND SPONSOR**. This document outlines the specific agreement between the artist and the sponsor concerning the terms and conditions of the residency. **Sign, date and return all three copies (white, yellow and pink) to SDAC**. One copy will be returned to you after the artist's signature has been secured.
- (3) **Complete and return the W-9 form**. The information on this form should be for the sponsoring organization, NOT the artist.
- (4) Read and sign the accompanying **Grant Terms and Conditions/Certified Assurances** document. **Return this signed document to SDAC**. Keep the COPY for your records.

**You will NOT receive payment of your grant award unless the above-mentioned documents are on file at the South Dakota Arts Council.**

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**As the Sponsor's authorized representative, I have read the residency requirements outlined on pages 5-15 of the *Residency Planning Manual* and agree to the following provisions governing the Artists In Schools & Communities Program.**

- ⇒ The artist will be scheduled for no more than **4 sessions** (40-60 minutes each session) **per day**, unless an alternative schedule is negotiated with the artist (e.g. 5 sessions one day and 3 the next).
- ⇒ Some sessions will be scheduled with **core groups** of participants over an extended period of days, allowing for an in-depth experience, rather than simply exposure to the art form.
- ⇒ The artist will not be viewed as a member of the teaching staff, but as a professional resource person, providing enrichment to the curriculum. The **classroom teacher or sponsor representative will be actively present in the classroom** and participate in activities whenever appropriate. **This person is responsible for classroom discipline.**
- ⇒ The **sponsor will provide lodging for the artist** during the residency. The artist may be housed in a private home, dormitory, hotel/motel or similar facility, providing there is no cost to the artist.
- ⇒ The **sponsor is responsible for expendable participant supplies** utilized during the residency. During the planning for the residency, **artist and sponsor should agree on necessary supplies and costs.**

**I further agree to all other provisions outlined in this ARTISTS IN SCHOOLS & COMMUNITIES GRANT AWARD, the accompanying GRANT TERMS AND CONDITIONS & CERTIFIED ASSURANCES statements, and the RESIDENCY PLANNING MANUAL.**

Name (please print or type): \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_