



HUNTSVILLE CITY SCHOOLS | REQUEST FOR PROPOSALS

Artist-Driven RFP SUMMARY

Arts Huntsville, together with Huntsville City Schools, requests local artists or artist-led teams working in any arts medium to submit proposals and express interest in creating collaborative coursework classes for the new WHEEL class for all Middle Schools, including grades 6-8: Academy for Academics and Arts, Academy for Science and Foreign Language, Challenger Middle, Chapman P-8, Hampton Cove Middle, Huntsville Middle, McNair Jr. High School, Mountain Gap P-8, Whitesburg Middle, Williams P-8



The deadline for online application submission is Friday, June 28, 2024 at 11:59 PM (CT).

Applications are to be submitted to: ArtsED@artshuntsville.org

All questions regarding this application should be submitted in writing by Thursday, June 27, at 5:00 PM via e-mail to:

Chris Carter | Production Manager/Programs Administrator | Arts Huntsville
email: Ccarter@artshuntsville.org

BACKGROUND INFORMATION

Huntsville City Schools is seeking artist led collaborators to create unique and interesting educational opportunities for its middle school students in order to support all middle schools, 6th- 8th grade, in the district.

Who is eligible?

Teaching Artists and arts organizations within the City of Huntsville area providing quality arts education programming that yields positive student outcomes are invited to submit proposals. All proposals must have a strong arts education focus while responding to school needs.

Can I submit a proposal for a new or existing program?

Partners may apply with existing programs or create new programs tailored to school goals and needs.

What proposal formats are accepted?

Proposals may be submitted by either 1) responding to the prompts in the How to Submit section -OR- 2) by uploading a written proposal in PDF format of no more that 2 pages in length via the email provided.

What is the selection process?

Proposals will be selected by school leadership and evaluated based on the degree of alignment to project goals, school needs, student needs, budget, school culture, and projected outcomes. At least one HCS employee will be present during classroom experiences.

Proposal decisions will be made by HCS personnel only, and therefore feedback regarding unselected proposals cannot be guaranteed.

What is the process for payment?

Any necessary contracts will be held with HCS and are subject to their payment process, procedures, and timelines.

What if I'm not sure if my program fits the desired criteria?

APPLY ANYWAY! *If you are unsure whether your program meets defined school needs, we highly encourage you to apply anyway* No singular program will fit all needs, and that is ok! It will take many of us working together to accomplish the goals of each school.

STATEMENT OF PARTNER EXPECTATIONS

Partners will need to complete a W9, a HCS background check, required district forms and documents, and show identification for entry to perform services. Selected partners will be required to submit written reports of program outcomes and progress to the school and participate in partnership progress meetings which will be scheduled closer to the school year. Partners are expected to work with schools directly to coordinate scheduling, logistics, and any other details to implement selected programs.

ARTIST INITIATED PROPOSAL SELECTION CRITERIA

Huntsville City Schools seeks multiple community arts education partners to provide new and unique learning opportunities for middle school students. HCS looks forward to welcoming partners who create, increase, and deepen arts-based experiences for 6th-8th grade students during the 2024-2025 school year in the newly visioned WHEEL class. A variety of programs are desired and will be selected that meet preferred criteria. Desired programs are centered around the goal of building imagination, creativity, ingenuity, innovation, and include:

- Programs that engage students in the arts and build student ownership of their learning place while developing creative thinking and rigorous discipline-specific arts skills that students will utilize beyond the WHEEL experience.
- Programs that create experiences for students to explore the creative process and practice and grow their imagination, creativity, and innovative-thinking skills to spark deeper engagement in all learning.
- Programs that build the understanding of the creative process, using creative thinking to develop new answers to new questions.
- HCS is accepting proposals for *any* art form including, but not limited to, visual art, music, theatre, dance, creative writing, and media arts and the subdisciplines within each.

PROPOSAL BUDGET

Huntsville City Schools will accept proposals in amounts: \$0 - \$5,000.00. Proposals at the maximum amount are expected to be multi-week semester long programs that meet daily (Monday through Friday) for the entire semester. Comprehensive Artist programs that meet all criteria, and span two semesters, and develop rigorous, discipline specific, arts learning may submit proposals up to \$10,000.00.

HCS STRATEGIC PLAN

Huntsville City Schools will prioritize proposals that align with the strategic plan outlined below:

Student-Centered Focus: We believe in prioritizing holistic student development through exemplary educational programs, student services, and academic pathways.

Inclusiveness: We believe in establishing an inclusive environment that empowers students through access, equity, and diversity.

Excellence: We believe in pursuing excellence through purposeful and intentional thoughts and actions.

Character: We believe in framing an organizational culture characterized by integrity, respect, compassion, and professionalism.

Spirit: We believe in an organizational spirit of innovation, passion, courage, and strong work ethic that motivates students and staff to excellence.

Stakeholder Engagement: We believe in the value of nurturing relationships through collaborative partnerships both inside and outside the school community.

HCS MISSION: The mission of Huntsville City Schools is to provide a safe and supportive learning environment characterized by quality staff, rigorous academic instruction, innovative programs, outstanding extracurricular opportunities, and exceptional resources.

HCS MOTTO: Inspire, Engage, Empower

HOW TO SUBMIT:

Please submit proposals of no more than 1-2 pages that includes the following information to **ArtsED@artshuntsville.org**. Deadline: Friday June 28, 2024.

Proposals will be selected by school leadership and evaluated based on the degree of response to HCS Strategic plan and Mission. Proposals should also articulate how it strives to meet WHEEL goals. If you are unsure if your program meets desired criteria, please consider submitting anyway.

PROPOSALS MUST INCLUDE:

- Organization, Company, or Teaching Artist Name;
- Contact information, including email, cell phone, and website;
- Short description of your organization, company, or teaching artistry practice;
- Description of the proposed program(s) for students, how it responds to the HCS Strategic Plan and mission, the WHEEL class, and the proposed number of students served;
- Describe if and how the program is connected to arts and/or academic education standards, and list which standards;
- Describe scheduling needs, formats, and dates in as much detail as available. Is the program weekly, twice weekly, daily, etc.? For which semester are you available? You may choose to say that the program will be scheduled directly with school based on mutually available times if you don't have a set program schedule;
- Describe anticipated student outcomes and how they will be measured and documented. Outcomes must be arts-based and may also be academic, social, and/or wellbeing-based;
- Total cost to the school including materials. Total including materials, travel, and all other related expenses not to exceed \$5,000.00. Proposals for amounts under the maximum amount will be accepted and are appreciated. (Proposals for the maximum amount are expected to meet daily, Monday-Friday for the full one hour time block of the WHEEL class for the entire semester.)
- Describe what is needed from the school (space, equipment, materials, collaboration, etc.). Be as specific as possible;

Optional, but recommended: past program samples including name of school, videos, reports, documented outcomes, photos, and/or media;

DEADLINE

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ANTICIPATED TIMELINE

- **Friday June 28, 2024:** **Deadline to Apply**
- **July 2024:** **Artist Proposals Selected for Middle Schools**
- **August-November 2024:** **Collaborative Classes begin for WHEEL**
- **December 2024** **Single Semester Contracts Complete**

ADDITIONAL INFORMATION:

Please refer to the image on the next page when considering student collaborative opportunities. HCS is looking for student engagement on all different levels of the chart.

Questions about school needs and expectations? Looking for support to prepare a great proposal? Please feel free to reach out to CCarter@artshuntsville.org

Expressive Creation
- Using art as a means of personal expression and storytelling.
- Experimenting with different mediums and styles to convey

Collaborative Creation
- Working with peers on group projects and contributing ideas to collective artistic endeavors.

Exploratory Creation
Experimenting with different art materials and techniques.
Creating artwork based on their own ideas and interests, with minimal guidance.
Participating in structured art projects led by teachers or facilitators.

Interactive Participation
Engaging in hands-on activities related to the arts. ex: Workshops after performances, hands on activities after art exhibits
Responding to art forms through simple prompts or questions.

Observational Engagement
Participating in guided observation sessions where they analyze artworks or performances.
Discussing their observations with peers and teachers.

Passive Viewership
Watching performances such as plays, musicals, or dance recitals.
Visiting art galleries or museums to observe artwork.

