



Arts Partnership Program Budget

Teaching Artist/Organization Name: _____ Total Program Hours: _____

**Do not type in shaded areas. These cells should be left blank or have auto-calculations.*

PURPOSE: The purpose of this tool is to assist project planning, and the determining of fees for school arts partnerships.

Information on Teaching Artist Rates: There exists a wide range of pay for teaching artist work, both locally and nationally. A number of leading teaching artist research groups report an average of \$40 - \$60+/hour, based on levels of experience. For example, a teaching artist with 3 - 5 years experience may be at the \$40 rate, with master level teaching artists (10+ years) at the higher end of the spectrum. The Teaching Artists Guild is creating a Teaching Artist Pay Rate Calculator that will become available in the coming months. For updates, visit teachingartistsguild.org

Budget Expenses

| Teaching Costs | Notes | # of Hours | \$/Hour | Item Total |
|----------------------------------|---|------------|---------|------------|
| Teaching Time | <i>Example: Instructional time in the classroom with students</i> *While length of residency will be agreed upon by a school and arts partner, a number of arts organizations set the minimum hours at 6 for an in-school residency. | | | \$ |
| Prep Time | <i>Example: lesson planning, materials prep, space set-up/clean up, brief teacher check-ins (before/after class), paperwork</i> *Suggested level of prep time - at least 50% of instruction time. For example, 5 hours of prep for 10 hours teaching time (ration may increase depending on scale of project) | | | \$ |
| School/Teacher Planning Meetings | <i>Example: three, 1-hour meetings (pre/mid/post)</i> *If teaching multiple classes within a grade-band, i.e. - three, 4th grade classes, consider combining meetings with teachers to maximize time/resources, and to foster collaboration. | | | \$ |
| Other | <i>Example: Culmination event/community performance, gallery show</i> | | | \$ |

Total Teaching Costs: _____

| OTHER COSTS | Description | Item Total |
|-------------|---|------------|
| Materials | <i>Example: Visual arts supplies (be specific)</i> *Check in with schools, as they may have supplies available to support arts projects. | |
| Other | <i>Example: Mileage support/reimbursement</i> *A site may not typically cover mileage, but it may be worth asking for support if travelling long distances to program location. | |

Total Other Costs: _____

Total Expenses: _____