



## Tett Centre for Creativity and Learning

*A thriving hub of artistic creation, learning and exchange that engages and inspires every part of our community.*

# Call for Applicants: Creativity Studio F

**Issue Date:** June 25, 2024

**Submission Deadline:** 11:59PM on July 28, 2024

**Earliest Occupancy:** August 15, 2024

**For More Info:** Brianne Franklin [director@tettcentre.org](mailto:director@tettcentre.org)

**Website:** <https://www.tettcentre.org/>

## Summary

The Tett Centre for Creativity and Learning (TCCL) at 370 King Street West, Kingston, Ontario is currently accepting proposals from emerging professional artists to rent one of its Creativity Studios. These bright creative spaces are located in a historic building on the shores of Lake Ontario.

Studio F is available for a one year license term, with the option to renew for up to two (2) additional terms (for a total of three (3) years). Artists at all stages of their careers and from all disciplines who commit to a program of community engagement and who meet the criteria are encouraged to submit proposals.

## Our Mandate

The Tett Centre for Creativity and Learning (TCCL) is a not-for-profit corporation governed by an independent, community-based board, which is accountable to its membership: the City of Kingston as represented by Mayor and Council.

The J.K. Tett Centre is home to nine arts organizations (including the TCCL), eight Creativity Studio Artists, and four multi-use rentable public spaces. We are a thriving hub of artistic creation, learning and exchange that engages and inspires every part of our community.

Our mission is to make space for arts exploration, artistic development and creative incubation in Kingston. We do this through a welcoming community hub that brings together spaces, people, ideas and tools that support creativity and learning experiences.

Within its broader mission, the TCCL is mandated (and funded in part) by the City of Kingston to operate the City-owned J.K. Tett Centre as an accessible multi-use arts centre that supports cultural vitality throughout the region.

## The Creativity Studio Program

The Creativity Studios fill a need in Kingston and the broader arts community for affordable, high quality, community-based arts studios thereby supporting the mandate of the TCCL. Creativity Studio artists have access to studio space with public exposure and unique opportunities in a vibrant arts community. In exchange, artists are required to take part in the larger Tett community by offering engaging activities such as small drop-in workshops, demonstrations, presentations, skill-sharing, advertised open studio times, and off-site promotion of the Tett Centre to promote public participation in the arts for a total of two and a half (2.5) hours per month. This time is known as the

“Community Engagement Contribution” (CEC). Artists work with the TCCL’s Program and Communications Coordinator to develop these activities and integrate them into the broader artistic programming of the TCCL. This opportunity to give back to the community is an exciting and integral part of the Tett Centre and its presence in Kingston and beyond.

Artists have unlimited building access, respecting quiet hours between 11:00PM and 7:00AM.

The J.K. Tett Centre is host to public and private events throughout the year. Artists can expect daily visitors to the building who come for a variety of reasons: tours, workshops, conferences, rehearsals, arts camps, and events held in conjunction with our partners and community renters.

Each studio is intended for one artist. A maximum of two artists can share a studio, but each artist must apply individually and make note of the intent to share the space.

Creativity Studio Artists are required to adhere to all the TCCL policies and to comply with any municipal, provincial, and federal health and safety measures and restrictions.

The TCCL expects safe business practices from all its licensees and tenants.

Artists are expected to use the space primarily for art creation. For private instruction, group sizes must adhere to fire regulations, and Creativity Studio Artists must receive prior approval from the TCCL Staff to run classes.

Spaces are available to rent in the J.K. Tett Centre for workshops and classes outside of the studios at reduced rates.

An evaluation by the TCCL of an artist’s Community Engagement Contribution is used for annual Creativity Studio license renewal, with the opportunity to renew up to two (2) additional terms (for a total of three (3) years).

## Studio Description

- Creativity Studios are in Suite 214 on the south end of the 2<sup>nd</sup> floor.
- Each studio has a window; some studios have a low deep sill suitable for a window seat with views of the lake.
- All studios have 12’ ceilings, at least one exposed limestone wall, with remaining walls of painted drywall.
- The J.K. Tett Centre is completely physically accessible with barrier free parking, elevator access and accessible washrooms.
- Double wide loading doors are located on the 2<sup>nd</sup> floor.

- The suite of studios has a kitchenette and utility sink for clean-up.
- Public display space is available (with permission from the TCCL Director) both within the suite of studios as well as a public space at the end of the 2<sup>nd</sup> floor corridor.
- Signage at the main entrance of the building directs visitors to the Creativity Studios.
- Retrofits for additional ventilation and/or electrical services that may be required for some arts disciplines are not permitted.
- The Creativity Studio artists have access to four parking spaces provided by the TCCL, to be shared between the group.

## License Fee

Studio Sizes (all sizes are approximate)

Studio	Size	Sq. ft.	Community Engagement Contribution	2024 License Fee (Monthly)
A	10' X 14'	141	2.5hrs/month	\$402 + HST
B	10' X 14'	141	2.5hrs/month	\$402 + HST
C	14' X 17'	236	2.5hrs/month	\$627 + HST
D	13' X 11'6"	152	2.5hrs/month	\$434 + HST
E	14' X 17"	236	2.5hrs/month	\$627 + HST
<b>F (Available)</b>	<b>13' X 12'6"</b>	<b>175</b>	<b>2.5hrs/month</b>	<b>\$487 + HST</b>
G	12' X 17'	214	2.5hrs/month	\$578 + HST
H	12' X 17'	217	2.5hrs/month	\$578 + HST

The License Fee covers the costs of:

- Reasonable use of utilities
- Waste services in the garbage room
- Access to the Creativity Studio common area of Suite 214, kitchenette, and restrooms
- Dedicated Wi-Fi for Suite 214 occupants
- Costs associated with site operational maintenance (e.g., snowplowing, landscaping)
- Inclusion of your name/business on marketing material and all Tett Centre social media platforms

## Eligibility Requirement

The TCCL is dedicated to working with professional artists in all stages of their careers. Applicants who are considered emerging professional artists at the time of their application are eligible.

Per the Canada Council for the Arts guidelines, a professional artist is defined as someone who:

- has completed specialized training in the field (not necessarily in academic institutions),
- is recognized as such by peers (artists working in the same artistic tradition),
- is committed to devoting more time to artistic activity,
- has a history of public presentation or publication and community involvement.

## Adjudication Criteria

Applications for a studio at the J.K. Tett Centre are reviewed by the TCCL Creativity Studio Selection Group. Members of this group are: TCCL Staff, a Director from the TCCL Board of Directors, a representative from the Creativity Studios, and a representative from the Tett Centre resident arts organizations.

What we are looking for:

- a completed Creativity Studio Application Form (page 6) with all supporting documents
- a clear and compelling proposal of your intended use of the studio that gives us an idea of your interest in being part of the Tett Centre community arts hub
- an inspiring plan for your monthly Community Engagement Contribution to further the TCCL's vision to be 'a thriving hub of artistic creation, learning and exchange that engages and inspires every part of our community' and mandate to be 'an accessible multi-use arts centre that supports cultural vitality throughout the region'

The Tett Creativity Studio Selection Group will use the criteria above as a guide to assign a license. Candidates may be asked to attend an interview.

## How to Submit Your Creativity Studio Application

Please complete the form on page 6 and send in PDF format with all supporting documents listed below to:

Brianne Franklin, Director of the TCCL, at: [director@tettcentre.org](mailto:director@tettcentre.org) 'Creativity

Studio Application' should be in the subject field.

The Tett Centre for Creativity and Learning is committed to protecting the privacy of individuals, groups, and organizations. Your application will be shared with the TCCL Creativity Studio Selection Group only.

## TCCL Creativity Studios Application Form

1. Name:  
\*If more than one artist is interested in the studio please complete a separate form for each artist and make note of the co-applicant's name.
2. Address:
3. Phone:
4. E-mail:
5. Website:
6. Social media handles (if applicable):
7. Arts discipline:
8. How will you use a Creativity Studio? Please attach. (Maximum 200 words)
9. What is your plan to contribute to the Tett Centre and the greater Kingston community for 2.5 hours each month? Please include how you may have been involved in community art initiatives in the past. Please attach. (Maximum 200 words)
10. Please attached the following supporting documents to your submission:
  - a) Brief Artist Bio (Maximum 100 words)
  - b) Artist CV
  - c) 6-10 high resolution images of your art with a corresponding details chart
    - For example: title, size and medium, description and date; and/or links to online images or audio/visual work. Electronic submissions are preferred.
  - d) Your responses to questions #8 and #9 on one page

e) 3 reference letters from arts professionals, mentors, teachers, or peers.

11. If you are chosen, when are you available to move in?

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Signature

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Date of Application