



Maria DeWald, Coordinator, 5 BOCES Road, Poughkeepsie, NY 12601
845.486.4840, Ext. 4581 or 4633 Fax: 845.486.4832 maria.dewald@dcbores.org

MILLBROOK CSD USE ONLY:
Budget Code:

- ☐ Millbrook General Fund
☐ MEF Donation
☐ Other Donation/Funds:

FOR BOCES USE ONLY:

PO # _____

W9 _____

INV/SIG: _____

SCHOOL DISTRICT REQUEST FOR ARTS IN EDUCATION CONTRACT

Contracts must be received no later than eight (8) business days prior to event date and twenty (20) business days prior to Pre-Pay/Partial Pay/ Deposit deadlines and if sufficient funds are not already on deposit. According to your internal district guidelines, please ensure your District AIE Coordinator receives/signs/dates the contract in time to meet these deadlines. Enclose current W9/invoice if needed and sufficient funds to ensure prompt payment.

Program Date(s): _____ *Fee: _____

District: _____ School(s): _____ Grade Level(s): _____

Artist/Organization: _____

Address/City/State/Zip: _____

Phone: _____ Fax: _____ Email: _____

☐ (check off box) Current W9 Attached

School Contact: _____ Phone: _____

E-Mail: _____ Fax: _____

Evaluation of program is required. Staff responsible for follow-up evaluation will be _____

☐ Pre-Payment (purchases only, e.g. tickets, registrations, participation fees) REQUIRED BY _____

☐ Partial Payment Requested: # _____ of payments (Include details re dates/fees under II. Below)

☐ *Federal/State/County Grant: Funds received through government funded grants are not aidable and should not be included on this contract. If the grant does not cover the entire fee, list ONLY the aidable amount remaining after subtracting the partial grant dollars in the "FEE" section above.

I. CIRCLE NUMBERS of all NYS Anchor Standards for the Arts that apply (at least one MUST apply):

Cr — Creating:

1. Generate/conceptualize artistic ideas/work
2. Organize/develop artistic ideas/work
3. Refine/complete artistic work

Pr — Presenting:

4. Select/analyze/interpret artistic work for presentation
5. Refine artistic techniques/work for presentation
6. Convey meaning through presentation of artistic work

Re — Responding:

7. Perceive/analyze artistic work
8. Interpret meaning in artistic work
9. Apply criteria to evaluate artistic work

Cn — Connecting:

10. Relate/synthesize knowledge/personal experiences to inspire/ inform artistic work
11. Investigate ways that artistic work is influenced by societal/cultural/ historical content and, in turn, how artistic ideas shape cultures past/present/future

II. Describe Learning Objectives in the Arts, how the curriculum will be enriched, and how your chosen standards will be fulfilled. Continue on back if needed:

N.B.: District Administrator's signature certifies that any transportation/food costs associated with this contract are being paid through the district's general funds budget, that they are authorized to guarantee payment, and understand that all contracts are subject to a 7% administration fee.

Signature..... Date.....

District Arts--In--Education Coordinator: **Millbrook = Ashley Burhans**

Signature..... Date.....

District/School Administrator Authorizing Payment: **Millbrook = Elliot Garcia**

Signature.....

Artist/Arts Organization/or Vendor Invoice in lieu of signature

Date.....

Signature.....

BOCES Administrator

Date.....