



CREATIVE ACTIVATION PARTNERS

SO YOU WOULD LIKE TO HOST A PROGRAM AT THE GREENSBORO CULTURAL CENTER?

GREAT! HERE IS EVERYTHING YOU NEED TO GET STARTED.

ABOUT

WHAT IS CREATIVE GREENSBORO?

Creative Greensboro is the City's office for arts & culture. Founded in 2019, Creative Greensboro oversees implementation of the City's Cultural Arts Plan. In addition to managing the Greensboro Cultural Center and the special events permitting process for the City, Creative Greensboro is also the home for the many of the community's favorite creative activities, including programs formerly known as The Music Center and The Drama Center.

MISSION

Creative Greensboro provides support for, ensures access to, and drives awareness of Greensboro's creative community. Through a range of programs, services, and partnerships, we support the development of a vibrant city.

HOW DOES THE CREATIVE ACTIVATION PARTNERS PROGRAM ALIGN WITH THE WORK OF CREATIVE GREENSBORO?

The Creative Activation Partners program directs usage of many spaces in the Greensboro Cultural Center. The Cultural Arts Plan includes goals for broader access, increased usage, and an expanded mix of partners presenting creative programming in the Greensboro Cultural Center. This program has been designed in response to specific strategies outlined in the plan, including:

2.2 Identify culturally specific and emerging arts/cultural organizations and develop an initiative supporting their growth, resilience, and programmatic reach.

2.5 Examine existing policies and procedures for residency/usage of space in Greensboro Cultural Center and refine to create opportunities or greater and more equitable access.

THE GREENSBORO CULTURAL CENTER

The Greensboro Cultural Center is the City's downtown hub of arts and culture, with galleries, studios and performance spaces.

Location:

200 N. Davie St.

Center Hours:

Monday-Friday- 8 am to 10 pm

Saturday- 9 am to 6 pm

Sunday- 1-6 pm

CONTACT:

www.creativegreensboro.com

Abigail Van Patter: 336-373-4371

abigail.vanpatter@greensboro-nc.gov



How To Apply

STEP 1

Please contact Creative Greensboro's Coordinator of Community Partnerships, Abigail Van Patter (336-373-4371) or abigail.vanpatter@greensboro-nc.gov, for a conversation regarding the CAP program. We would love to learn more about your program, and see how we might work together.

ELIGIBILITY

1. Applicant can be an individual or an organization. All partners must be in good standing with Creative Greensboro without a balance due or outstanding reporting.
2. Applicant's program must have at least 50% participation from Guilford County residents.
3. Applicant's program must fall within one of the following disciplines:
 - literature, poetry, theater, music, dance, ballet, movement
 - painting, sculpture, drawing, ceramics, glass, fiber-arts, photography, film
 - architecture, archaeology, history, natural history, natural sciences, technology.
 - Other forms of creative programming may also be considered eligible.
4. Approved applicants will be required to obtain a comprehensive/general liability insurance policy.

CRITERIA: *If requests are greater than available space, the Creative Greensboro staff will use the following criteria to determine the assignment of space.*

Preference will be given to programs that (Listed in order of priority.):

- are programmatically diverse, compared to other tenants and partners offering a program at the Greensboro Cultural Center.
- demonstrate a sustained focus on engagement with communities of color, low-income communities, and those who are disabled.
- demonstrate a track record of successful work, with consistent student numbers.
- demonstrate they have outgrown their space.
- demonstrate that the Greensboro Cultural Center's location will highly benefit their program.



GUIDELINES

GENERAL

- The Greensboro Cultural Center does not provide sound equipment in the CAP spaces.
- The Greensboro Cultural Center does not provide any storage space. Partners are **not permitted** to leave equipment in shared spaces.
- Partners are not permitted to use space outside of their assigned room(s), unless given prior written permission by Creative Greensboro staff.
- Partners are not permitted to stay past their designated times, unless pre-approved by a member of the Creative Greensboro staff.
- Partners are encouraged to hang fliers advertising their programs in designated spaces throughout the Greensboro Cultural Center.
- Partners will be **required to turn in monthly attendance reports** to the Coordinator of Community Partnerships on the last day of each month.

CLEANING

Partners are expected to leave space in the condition it was found. Vacuums, brooms and other cleaning supplies will be made available to all partners for each session. Partners are expected to:

- Empty trash/recycling
- Return equipment/ furniture
- Clean up spills or messes your program may have produced
- Sweep/vacuum before and after your program

Partners are responsible for all damage to property and equipment caused by its patrons. They are also responsible for reporting any damage made to their space immediately following the program.

STAFFING

- Partners will be responsible for providing their own staff.
- For programs involving minors, we require one (1) adult chaperone to every twenty (20) attendees to be present the entire length of the program. A list of chaperones and contacts must be **submitted with signed contract**, prior to usage of space.
- All minors (participants under 12) must be escorted by an adult to and from program.

INSURANCE

The Greensboro Cultural Center will not be held liable for any injury or accidents caused by partners, occurring within the Greensboro Cultural Center building. Partners are required to have proof of a one million dollar comprehensive/general liability policy. **Copy of insurance must be turned in with signed contract**, no later than 1 week prior to program. **Partner is liable without a waiver of insurance, or failure to provide proof of insurance.**

All programs that include public participation will be required to secure insurance. In limited cases, partners may be able to sign a waiver of liability in lieu of securing an insurance policy.

PHOTO RELEASE

Any photos taken of **public programs** at the Cultural Center are property of the Creative Greensboro and may be used for promotional purposes.

RENTAL OPTIONS

Below are the shared spaces available in the CAP program at the Greensboro Cultural Center. Listed is the general availability, please reach out to us to discuss options.

ROOM 109- music classroom

Attributes: ground floor, four walls plus alcove, carpet, white board, piano

General availability: very open



ROOM 121- music classroom

Attributes: ground floor, 2 entrances (one wheel chair accessible), blue walls, 1 internal window (no blinds), 2 pianos, music staff white board, black board

General availability: very open



ROOM 203- conference room

Attributes: projector and screen, table and chairs, floors are carpeted, internal windows

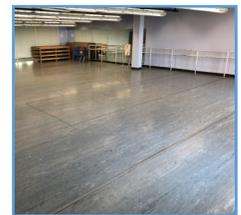
General availability: very open



ROOM 305- dance studio

Attributes: 3rd floor, top of the stairs, elevator access mirrors on 2 walls, 2 walls with bars, 1 wall of internal windows with blinds, one wall external windows with blinds, dance floor

General availability: all mornings & weekends, M/T/F nights



ROOM 317- dance studio

Attributes: 3rd floor, two entrance doors, dance floor, 2 mirrored walls, 2 walls with bars, 1 wall with external windows (no blinds), one wall of internal windows (with blinds)

General availability: very open



ROOM 403- theatre studio

Attributes: 4th floor, hardwood floors, teal/yellow walls, 1 mirrored wall, 2 walls of external windows (no blinds or curtains,) piano

General availability: All days before 6, all day S/S, M/T nights



ROOM 413- theatre studio

Attributes: 4th floor, hardwood floors, limited lighting capability, 1 wall of external windows (with blackout curtains), available platforms, piano, black walls and curtains

General availability: Most mornings and weekends (temporarily quite open this fall.)



Application and Rate Details

For partners requesting space between
September 2020 and May 2021

APPLICATION RELATED DEADLINES

- Beginning Tuesday, September 8, the Greensboro Cultural Center will be open to the public, under strict COVID-19 guidelines and regulations.
- All partners must apply to request space (including previous TIR and other rental partners).
- All partners and program participants will be required to wear facemasks, maintain 6 ft social distance, provide hand sanitizer, and adhere to the capacity numbers listed below.
- All partners will be required to agree to Covid-19 related regulations before being issued a rental contract.

Timeline:

- Requests for space between September 8, 2020 and May 31, 2021 will be accepted and reviewed on a rolling basis. Space for eligible activities will be confirmed in the order they are received.
- Requests for space on or after June 1, 2021 are not currently being considered. Please check back in early January for updated deadlines and details. Note that rates are subject to change.
- For all partners, if space is available, applicants will be asked to complete a personalized contract.

CANCELLATIONS

Partners must give a minimum of 30 days notice of cancellation in order to receive a full refund. Otherwise, partner forfeits their rent. Cancellations can be e-mailed to abigail.vanpatter@greensboro-nc.gov.

RATES

- **All rental blocks are 90 minutes**, additional time will be on a pro rata basis

SPACE: Room #	Phase 2.5 capacity	9a-5p slots	6p-9p slots
Rm 203– conference room	10	\$6	\$8
Rm 109 - music classroom	10	\$6	\$8
Rm 317- dance studio	7	\$8	\$10
Rm 121- music classroom	10	\$8	\$10
Rm 403- theatre space	12	\$8	\$10
Rm 413- theatre space	15	\$10	\$12
Rm 305- dance studio	13	\$10	\$12

FAQS

Is this different than the TIR program?

Yes, the Teachers in Residence (TIR) program no longer exists. TIR has been merged with and turned into the CAP program.

I'm a private music teacher, is this where I apply?

Information on the private music studios at the GCC can be found on our website. The music studios are a different set of spaces and are guided by separate rates and a different application process.

Can I have full access to a space?

At this time we are only accepting applications for shared usage of the spaces identified in these program guidelines.

Do I need to re-apply if I have already been accepted?

Yes, all our Creative Activation Partners have to reapply when their contract expires, rather than simply renewing a contract. This helps us to regularly evaluate and assess CAP programs.

What reporting is required by partners?

We will collect monthly attendance. It allows us to keep track of how many community members are accessing the CAP programs, and evaluate growth. Additionally, we look forward to staying in touch with you throughout the duration of your program. We would like to know about your successes and the work that you are doing, so we can share your story on our social media channels and through our e-newsletter.

Can I run a summer program, and is there a limited amount of days/weeks that can be requested?

Yes you can run a summer program, space permitting.

You are welcome to apply for as many time slots as you like.

This does not mean that all slots will be available or accepted.

