

## TAPS PROGRAM REQUIREMENTS

All TAPS programs must fulfill the following requirements:

- **Matching funds:** TAPS applications must provide a 1:1 cash match. If a county receives a Tier One designation by the N.C. Department of Commerce, matching funds are not required, although applicants are encouraged to list what matching funds they can provide. (To see the current tier designations, visit <http://www.nccommerce.com/research-publications/incentive-reports/2011-county-tier-designations>.)
- **Artist Compensation:** Teaching artists should receive payment between \$30 and \$40 per hour. Teaching artists should have at least one hour paid preparation time a semester. Teaching assistants should receive payment between \$12 and \$20 per hour.
- **Classes:** Classes meet at least once a week for 30 weeks a year. The 30 hours may be used for rehearsal and performance time in addition to class time.
- **Enrollment:** TAPS programs should maintain a minimum of 20 students. Enrollment development is an ongoing goal of all TAPS programs. Programs should create plans to recruit and retain students and maintain a demonstrable growth rate.
- **Age appropriateness:** Programs may accommodate students aged 8 to 17. Programs should limit the age range during their first few years, adding older students as demand grows
- **Faculty:** TAPS programs hire local traditional artists trained within a vernacular tradition by and with other local artists. Previous teaching experience is recommended, but not required. For JAM programs, non-local musicians who have studied the vernacular traditions of the region and have worked within vernacular styles with local musicians may qualify as JAM instructors.
- **Program manager:** A program manager should be assigned to the program to take responsibility for administration. Administrative costs, including the program manager's fee, that are paid with N.C. Arts Council funds cannot exceed 25% of the grant award. The program manager's fee can be supplemented from other funding sources.
- **Supervision:** Students must be supervised at all times. An instructor or program manager needs to be on hand until each child has been picked up by a listed caregiver.
- **Parent communication:** Program goals, rules of conduct, details of supervision and transportation requirements are communicated to parents. Signed permission forms for photographs and video documentation are on file. Student participation depends upon signed parental consent.
- **Basic Curriculum Goals:** For counties with string band instrument programs: Master and accomplished musicians from western N.C. consistently emphasize the importance of playing by ear and learning to play with others in ensembles and jam sessions. Arts Council staff recommends that TAPS/JAM programs focus on these two skills. Non-string band instrument programs will develop their curriculum goals in consultation with Arts Council staff.
- **Performance and/or Display Opportunities:** Students should be provided with opportunities to demonstrate their acquired skills and knowledge to school, family and community audiences through recitals, school assemblies, public performances, demonstrations and exhibitions.
- **Evaluation:** Program managers meet regularly with instructors to discuss program management. Each program develops student learning assessments as well as goals and strategies. Programs will also track audience attendance at recitals, concerts, exhibitions and other performance and display venues. Final reports are submitted to the N.C. Arts Council by deadline as noted in the contract.

Non-compliance with the basic requirements of the TAPS programs may result in suspension of funding.