**“Artist-in-Residence” Program at the Toyama Institute of Glass Art**

**Program Outline and International Application Guide**

**1. Summary**

Toyama Institute of Glass Art (hereinafter referred to as “TIGA”) has undertaken a program called “Artist-in-Residence” since 2010. The aim of this program is to promote glass art and cultural activities in Toyama City, to invigorate the local community, and to develop human resources.

In this program, one artist who has been selected from a pool of international applicants produce his/her art works while staying in Toyama. In addition to making their own work, the artist interacts with local people and students through artist lectures and demonstrations. It is our hope that the selected artist will produce work that reflects a connection with the community of Toyama. The selected artist also has the opportunity to present his/her accomplishments through a solo exhibition at the prestigious Toyama Glass Museum at the end of the residency period.

The artist-in-residence can focus on his/her work for 6 weeks in a supportive and stimulating environment, surrounded by many beautiful local natural resources and excellent facilities for glass production. In addition, this program can serve as a public activity to engage the international audience by showcasing the work of an artist and the charm of “Glass Art City Toyama.”

**2. Organizer**

Toyama Institute of Glass Art Extension Program Executive Committee

80 Nishikanaya, Toyama-shi, Toyama 930-0143 Japan

URL: http://toyamaglass.ac.jp/ (in Japanese and English)

**3. Period of the program**

From October 21 to December 1, 2022 (6 weeks)

**4. Number of participants**

One

**5. Criteria of selection**

**This year due to Covid-19, we are only accepting applications from individuals living in Japan.**

An individual who has been working as a glass artist in Japan and who has potential to stimulate the glass art scene in Toyama by his/her works. Age, gender, or specific techniques utilized do not impact selection.

**6. Requirements**

a) A person who can stay in Toyama, Japan for 6 weeks and produce glass art works

b) A person who is interested in connecting with the local community

c) A person who can exhibit glass art works produced in Toyama as the accomplishments of the program

d) A person who can actively participate in interactive activities such as artist lectures and demonstrations with full understanding of the objectives of the program

e) A person who is in good health and highly motivated and able to withstand the

physical demands of producing their own work

f) A person who can agree with the “Terms and Conditions” stated below and be responsible for his/her actions from the time of application to termination of the program

g) A person who can communicate well and work within the rules and guidelines of the staff and administration of TIGA and Toyama Glass Studio

**7. Application procedure**

Fill out the application form and submit it by Wednesday, June 15, 2022 (Japan Time).

1) Self-portrait of the applicant must be taken within the last 6 months.

2) Size of images must not exceed 1200 pixel maximum (width and height).

Images must be submitted in JPG or JPEG format and under 2MB.

3) Applicants may submit a total of 10 images and/or video files. Video files may not exceed 2 minutes.

　　　Video files must be submitted in MP4 format.

Please send video files to [tigainfo@toyamaglass.ac.jp](mailto:tigainfo@toyamaglass.ac.jp) through **We Transfer (**[**http://www.wetransfer.com**](http://www.wetransfer.com)**).**

Title of email must be “Artist-in-Residence 2022 Application\_Name”

**Note**

- Incomplete applications will not be accepted.

- The successful applicant’s images may be used for promotional purposes as part of any activities associated with the program.

**8. Application deadline**

All materials must arrive by Wednesday, June 15, 2022 (Japan Time)

**9. Selection and notification of the result**

The TIGA Extension Program Executive Committee will select one artist. All applicants will be notified of the selection results via email by July 28, 2022. Inquiries regarding the selection process will not be answered prior to the official notification.

**10. Production and Safety**

The selected artist will use the facilities of the Toyama Glass Studio (hereinafter referred to as “TGS”). While using the facilities, the artist will follow the regulations of TGS, which is open to the public and to other working artists. Therefore, it is critical that applicants outline any potential health hazards (e.g., fumes, dust) associated with the techniques to be used during the residency.

**11. Residency Terms**

The selected artist will stay at the guesthouse of TGS. The TGS studio facilities can be used up to 5 days per week. If the artist blows glass at TGS, one staff member can assist the artist upon request.

URL of Toyama Glass Studio: http://www.toyama-garasukobo.jp (in Japanese only)

**12. Interactive activities**

The aim of this program is to promote glass art and cultural activities, and interact with local people and students. There will be additional activities held during the program such as lectures, demonstrations, and a solo exhibition. The selected artist will take part in the following activities:

a) Artist lecture:

The artist will present an artist lecture at TIGA (TGS). The artist will also introduce

his/her glass art works and techniques through a public demonstration. The audience

at the lecture and demonstration will mainly be TIGA students and local people who

are interested in glass art.

b) Interactive activities with students:

The artist will interact with students during class time through lectures and

demonstrations.

c) Exhibition:

From November 23-27, 2022

The artist will hold a solo exhibition at Toyama Glass Museum with new work

produced during the program and work made prior to the program.

**13. Terms and Conditions**

The Toyama Institute of Glass Art Extension Program Executive Committee and the selected artist must agree on the following conditions of the program.

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| Item | Description |
| Traveling expenses | The organizer will reimburse the following expenses:  - one round trip between the artist’s current residence and Toyama, Japan  - The coverage is up to 200,000 Japanese Yen (JPY)  - Costs exceeding this amount will be covered by the artist  - The covered amount is reimbursed upon arrival of the artist in Toyama. (The artist is required to purchase the air tickets independently and submit all the necessary documents and receipts to the organizer.) |
| Period of the program | 6 weeks (42 days) |
| Production stipend | The organizer can provide the artist subsidies for  production during the program upon request.   * Maximum amount is JPY 3,000/day x 42 = JPY 126,000   Income tax will be charged for the above total amount.   * Japanese residents tax rate 10.21% |
| Material cost | The organizer will cover material cost for production during the program.  - The coverage is up to JPY 250,000  - Exceeded cost will be covered by the artist.  - For the purpose of reimbursement, if the artist plans to purchase their own materials and bring them to TIGA, he/she needs to consult with the organizer beforehand. |
| Accommodation | The artist stays at the guesthouse which the organizer provides. The organizer covers the cost of accommodation in the guesthouse.  If the artist stays somewhere other than the guesthouse, all the expenses will be the responsibility of the artist.  As a general rule, ONLY the artist may stay in the guest house. |
| Studio facilities1  (Toyama Glass Studio) | The artist works at the facilities of TGS. The artist must follow the regulations of TGS. Upon request, one staff member can assist the artist for glassblowing.  The artist can use hotshop, coldshop, and the kilns of TGS.  The facilities at TGS may be used up to 5 days a week (9:00am-5:00pm). While working in TGS, the artist should follow the regulations of TGS, which is open to the public and to other working artists. Therefore, the organizer and TGS will judge that applicants outline any potential health hazards (e.g. fumes, dust, excessive noise, etc.) associated with the techniques to be used during the residency.  The artist is responsible for cleaning the facilities of TGS after every use.  The organizer will reserve the facilities of TGS in advance.  The artist is responsible for informing the organizer if he/she cancels any use of the facilities of TGS.  The organizer covers the fees of TGS facility usage.  There may be occasional closure of the TGS facilities because of maintenance. |
| Studio facilities 2  (Artist’s atelier) | The artist can work in the artist studio located next to the guesthouse.  The studio may be used 24 hours a day during the residency.  The artist cannot make noise after 7pm for the sake of neighbors.  The artists can use the small kiln (inside diameter H30cm×W30cm×D30cm) housed in the studio. |
| End of program | The artist is responsible for cleaning the guest house. Also, the artist must clean both the working place and the facilities of TGS and return all items to their original state at the end of the program. |
| Interactive activity  (Artist lectures, demonstrations) | As part of interactive activities, the artist will present artist lectures and demonstrations which the organizer plans to hold during the program.  The organizer prepares advertising for the lecture. |
| Interactive activity (Exhibition) | At the end of the program, the artist will hold a solo exhibition and present his/her works to display the achievements of the program.  - Exhibited works can be both the ones to be produced during the program and the ones produced before. The list of works will be decided in consultation with the organizer.  - As for expenses for newly produced works during the program, part of the fees (e.g. installation and removal for the exhibition, return shipping fee to the artist’s home country) is covered by the organizer. If previous works are exhibited, postage fee and insurance for them will be also covered (up to JPY 100,000).  - The organizer covers the rental fee of the exhibition space.  - The organizer prepares advertising of the exhibition in consultation with the artists.  - The organizer does not take responsibility for damage and loss of the exhibited works. |
| Documentation of production | The organizer documents the works of the artists and the process of production with photos and videos. All the recorded items are copyrighted by the organizer and they may be used for publicity activities. |
| Record of work(s) | The glass art works produced during the program are copyrighted by the artist. However, the organizer possesses the right to use them for publicity activities, including SNS as related to the program. |
| Publicity activity | The organizer requests the artist’s permission to use materials such as the artist’s head shot and/or biography, and photographs of his/her glass art works for publicity activities of the program. The artist may be asked for interviews by media (e.g. newspaper, TV) unless they interrupt his/her production. |
| Donation of work(s) | The artist will donate one or more glass works to the Toyama City Institute of Glass Art (TIGA) which are to be produced during the program. The administration at TIGA will make the final decision on which glass works will be accepted into the collection after an initial consultation with the artist. |
| Business office | The business office open 8:30am-5:00pm Monday to Friday. |

**14. Additional information for Artist-in-Residence2022 due to Covid-19**

1) Artist in Residence2022 will be held based on the measures determined by The Toyama

Institute of Glass Art Extension Program Executive Committee to prevent the spread of

Covid-19. The artist must stay and produce works according to the measures, also

follow the measures of each facility and the venue for the event.

2) Depending on the Covid-19 situation, the Artist in Residence 2022 may be canceled. If it

is canceled, there will be no postponement. If the decision is to cancel, we will promptly

notify the artist by e-mail.

3) Depending on the Covid-19 situation, we may limit interactive activities, and may also ask

to revise the plan submitted by the Artist in Residence.

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**15. Contact**

The Toyama Institute of Glass Art Extension Program Executive Committee

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