



### **AWA STAMP coordinator guidelines**

The Association of Wisconsin Artists (AWA) will assist regional volunteer coordinators to showcase young artist work. The regional shows must include work from at least three high schools and host a reception to qualify for AWA support.

1. AWA will provide guidance to the regional coordinators regarding the exhibit and reception. Note: securing a judge and/or any presentation will be the responsibility of the coordinator.
2. AWA will publish promotional information about the regional events in AWA's Newsletter or other AWA publications.
3. Complimentary AWA memberships for one regional exhibit coordinator will be available.
4. The regional coordinator will plan the exhibit reception for 2-3 hours. The typical agenda:
  1. Greet guests
  2. Introduce speaker or art presentation (e.g. art technique) followed by a critique given by the judge of the show.
  3. Presentation of awards
  4. Close by thanking artists and guests
5. The number of State awards should be between 6 and 8 depending on the number of entries. Exhibits with up to 30 entries will be limited to 6 awards, over 30 will be limited to 8 awards. The regional exhibits may award honorable mentions or scholarships etc if they choose.
6. Coordinators will be responsible for insuring that all paperwork and artwork will be received by AWA for entry into the State Conference on or before the due date.

**TO RECEIVE EXHIBIT STIPEND OF \$150 FROM AWA PLEASE FILL OUT THE FOLLOWING:**

Coordinators should provide the following immediately after the close of the exhibit:

1. Photos of artwork, or any photos of the reception including captions. A group photo of participants if possible.
2. A list of awards winners name, title, medium and school.
3. Please write a short description of the workshop/reception. Include name of coordinator and participating schools, judge or art presenter.
4. Send photos and the information below to Jeanne Ferreira at [president@wiscartists.org](mailto:president@wiscartists.org) or by snail mail to 9041 Paddington Parkway, Verona, WI 53593

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Number of artists participated \_\_\_\_\_

Number of pieces were exhibited \_\_\_\_\_

Number of people viewed the exhibit \_\_\_\_\_

Number attended reception \_\_\_\_\_

Name participating schools; \_\_\_\_\_

This project is supported in part by a grant from the Wisconsin Arts Board.