

# **“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: <https://toyamaglass.ac.jp/> (in Japanese and English)

### **3. Period of the program**

From October 24 to December 4, 2025 (6 weeks)

### **4. Number of participants**

One

### **5. Criteria of selection**

An individual who has been working as a glass artist in Japan and/or internationally 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 the selection of the artist.

## 6. Requirements

- a) The applicant must stay in Toyama for 6 weeks and produce glass art works.
- b) The applicant must engage with the local community and have an interest in the region.
- c) The applicant must exhibit glass art works produced in Toyama as the accomplishments of the program.
- d) The applicant must actively participate in interactive activities such as artist lectures and demonstrations with full understanding of the objectives of the program.
- e) The applicant must be in good health, highly motivated, and able to withstand the physical demands of producing their own work.
- f) The applicant must 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) The applicant must 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 <https://toyamaglass.ac.jp/form/air/en> and submit it by Wednesday, June 4, 2025 (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>).  
Title of email must be “Artist-in-Residence 2025 Application\_Name”
- 4) One page thumbnail image document. This should include the work number, thumbnail image, title, size, technique, and year of creation in PDF format.

### 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 4, 2025 (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 29, 2025. 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 and demonstration:**

The artist will present an artist lecture at TIGA(TGS) mainly for the students at TIGA and the public. The artist will also visit the local elementary school to introduce his/her glass art work, and have demonstration at TIGA (TGS).

### **b) Interactive activities with students:**

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

c) Exhibition:

From November 22-30, 2025

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.

Item	Description
Traveling expenses	The organizer will reimburse the following expenses: <ul style="list-style-type: none"><li>• one round trip between the artist's current residence and Toyama, Japan</li><li>• The coverage is up to 250,000 Japanese Yen (JPY)</li><li>• Costs exceeding this amount will be covered by the artist</li><li>• 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.)</li></ul>
Period of the program	6 weeks (42 days)
Production stipend	The organizer can provide the artist subsidies for production during the program upon request. <ul style="list-style-type: none"><li>• Maximum amount is JPY 3,000/day x 42 = JPY 126,000</li></ul> Income tax will be charged for the above total amount. <ul style="list-style-type: none"><li>• Japanese residents tax rate 10.21%</li><li>• Overseas residents tax rate 20.42%</li></ul>
Material cost	The organizer will cover material cost for production during the program. <ul style="list-style-type: none"><li>• The coverage is up to JPY 300,000</li><li>• Exceeded cost will be covered by the artist.</li><li>• 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.</li></ul>

Accommodation	<p>The artist stays at the guesthouse which the organizer provides. The organizer covers the cost of accommodation in the guesthouse.</p> <p>If the artist stays somewhere other than the guesthouse, all the expenses will be the responsibility of the artist.</p> <p>As a general rule, ONLY the artist may stay in the guest house.</p>
Studio facilities1 (Toyama Glass Studio)	<p>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.</p> <p>The artist can use the 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.</p> <p>The artist is responsible for cleaning the facilities of TGS after every use.</p> <p>The organizer will reserve the facilities of TGS in advance.</p> <p>The artist is responsible for informing the organizer if he/she cancels any use of the facilities of TGS.</p> <p>The organizer covers the fees of TGS facility usage.</p> <p>There may be occasional closure of the TGS facilities because of maintenance.</p>
Studio facilities 2 (Artist's atelier)	<p>The artist can work in the artist studio located next to the guesthouse.</p> <p>The studio may be used 24 hours a day during the residency.</p> <p>The artist cannot make noise after 7pm for the sake of neighbors.</p> <p>The artists can use the small kiln (inside diameter H30cm×W30cm×D30cm) housed in the studio.</p>
End of program	<p>The artist is responsible for cleaning the guest house. Also, the artist must clean both the working place and the facilities</p>

	of TGS and return all items to their original state at the end of the program.
Interactive activity (Artist lectures, demonstrations)	<p>As part of interactive activities, the artist will present artist lectures and demonstrations which the organizer plans to hold during the program.</p> <p>The organizer prepares advertising for the lecture.</p>
Interactive activity (Exhibition)	<p>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.</p> <ul style="list-style-type: none"> <li>• The organizer covers the rental fee of the exhibition space.</li> <li>• The artist is responsible for unloading and installing the exhibit, and deinstallation of the exhibit, after consulting with the organizer in advance.</li> <li>• As a general rule, the exhibition space must be returned to its original condition when you move out.</li> <li>• The exhibited works will be works created during the residency period or works prepared by the artist, and will be determined in consultation with the organizer.</li> <li>• The organizer prepares advertising of the exhibition in consultation with the artists.</li> <li>• The organizer does not take responsibility for damage and loss of the exhibited works.</li> </ul>
Transport of works	<ul style="list-style-type: none"> <li>• The organizer will pay shipping costs and insurance fees for works prepared by the artist in advance and produced during the stay, up to a maximum of 100,000 yen.</li> <li>• The 100,000 yen does not include transportation of personal luggage. Also, transportation from Japan is limited to shipping from Japan Post.</li> <li>• You must prepare your luggage and prepare the necessary documents before returning to your home country, and handle all the shipping yourself.</li> <li>• In the unlikely event that something cannot be shipped after returning, all items will be disposed of.</li> </ul>
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. Contact

The Toyama Institute of Glass Art Extension Program Executive Committee

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