NATIONAL GUILD FOR COMMUNITY ARTS EDUCATION

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CAELI 2026–2027
Application Preparation Guide

Review every application question and prepare your responses before completing the official online form.

APPLICATION FEE
No fee to apply

PROGRAM PERIOD
November 2026 – June/July 2027

The CAELI experience includes virtual learning, coaching, peer learning, a confidential 360-degree leadership review, and a culminating 5–7-day in-person retreat.

This guide is for preparation only. Completing it does not submit an application.
Transfer your answers and upload the requested materials through the official application form.

Required questions are marked with an asterisk (*).
Suggested response lengths are reproduced from the application.

Application deadline: November 4, 2026
Official application: https://forms.gle/NtxyjT9iRKfQfGYp7

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01 / Personal Information
01 First Name *
02 Middle Name
03 Last Name *
04 Preferred Email Address *
05 Preferred Email Type *
06 Secondary Email Address
07 Preferred Phone Number Type *
08 Phone Number *
09 Age Range *
10 How long have you worked in the arts education field? *
11 Pronouns (Optional)
12 Race/Ethnicity (optional; select all that apply)
This information is collected to help the Guild understand the composition of the applicant pool and cohort and to support the development of a national cohort representing a range of experiences and communities.
13 How did you hear about CAELI? *
02 / Professional Information
14 Are you applying as part of an organization/agency or independently? *
15 Organization/Agency Type *
16 Is your organization currently a National Guild member? *
17 Organization Name
18 Current Job Title *

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19 Organization Website
20 City *
21 State/Province *
22 Country *
23 Briefly describe your role within your organization or your independent practice. *
24 Does your organization or practice provide community arts education
25 What is the primary artistic discipline of your organization or practice? *
26 What are the current-year operating expenses for your organization, division, or
27 If selected, are you willing to participate in a confidential 360-degree leadership review as part of the CAELI experience? *

CAELI includes a confidential 360-degree leadership review designed to support leadership reflection and development.

Potential 360-Degree Review Respondents

Please identify up to three people who could provide feedback on your leadership from different perspectives (for example: supervisor or board member, peer/colleague, direct report, partner, or collaborator). We will not contact anyone during the application process. Final respondent information will be confirmed only if you are selected for the cohort.

28 Respondent 1 – Name
29 Respondent 1 – Relationship to You
30 Respondent 1 – Email
31 Respondent 2 – Name
32 Respondent 2 – Relationship to You
33 Respondent 2 – Email
34 Respondent 3 – Name
35 Respondent 3 – Relationship to You
36 Respondent 3 – Email

03 / Participation and Retreat Commitment

37 If selected, are you able to commit to active participation in the CAELI program from November 2026 through June/July 2027, including virtual learning, coaching, peer learning, and cohort activities? *

38 The cohort will culminate in a 5–7 day in-person retreat in June/July 2027. Are you able to attend the full retreat, pending final dates and location? *

39 Please share any known scheduling, accessibility, travel, caregiving, or other considerations that you would like the Guild to be aware of as we plan the cohort experience.

This information is intended to support participation and accommodations.

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04 / Participant Investment & Financial Assistance

There is no fee to apply. If selected, the standard participant investment for the FY27 CAELI cohort is $3,000. The participant investment supports the full November 2026–June 2027 CAELI experience, including virtual learning, coaching, leadership assessment and reflection, peer learning and national networking, and the culminating 5–7-day in-person retreat.

The Guild recognizes that participants and organizations have different levels of financial resources. Applicants should not let the participant investment prevent them from applying. Financial assistance may be considered based on demonstrated need and available funding, although support is not guaranteed. Requesting financial assistance will not affect an applicant's consideration for the cohort.

Final details regarding what is included in the participant investment, including retreat lodging and meals, will be confirmed prior to enrollment.

40 Would the $3,000 participant investment present a financial barrier to your participation if selected? *

41 If yes or unsure, please briefly share what level of financial support would make Your participation possible.

05 / Personal Reflection

Please use these questions to help us get to know you, your leadership journey, and what you hope to bring to and receive from the CAELI community. Responses may be submitted in writing, by audio or video, or through an approved accessible format.

42 1. Why is participating in CAELI important at this stage of your leadership, and what are you navigating right now as an executive or senior leader? * Suggested length: 150–300 words

**43 2. Describe an instance when someone gave you feedback or guidance that you found helpful. How did it influence the way you think about your role and how you work with others? ***Suggested length: 100–200 words

44 3. What is one leadership question, challenge, or area of growth you want to explore through CAELI, particularly as you lead through uncertainty, transition, or change?
*Suggested length: 100–200 words

45 4. Executive leadership can be isolating. In this peer learning space, what do you hope to share with others, and what kind of support or challenge would be most useful to you? *
Suggested length: 100–200 words

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46 5. What are your hopes for the future of community arts education, and how do you see yourself contributing to that future? * Suggested length: 150–300 words

06 / Promotional Materials

Accepted participants may be featured in CAELI and National Guild communications. Collecting these materials through the application helps the Guild prepare cohort announcements and promotional materials.

48 Professional bio – file * - Please upload your professional bio.
49 Current high-resolution headshot – file/link * - Please provide a shareable link to your headshot. This field can be converted to a File Upload question in Google Forms before launch.
50 Optional social media handles and platform(s)

07 / Applicant Acknowledgment

By submitting this application, I understand that CAELI is a national hybrid cohort experience requiring active participation from November 2026 through June 2027, including virtual learning, coaching, peer learning, a 360-degree leadership review, and a culminating in-person retreat.

I understand that final retreat details, participant contribution, financial assistance, and payment deadlines will be communicated before I am asked to confirm enrollment.

By completing the acknowledgment and electronic signature fields below, I confirm that I have read and understand the participation expectations described above. I understand that entering my full legal name constitutes my electronic signature and is intended to have the same force and effect as my handwritten signature.

51 Applicant Acknowledgment *

▫ I have read and understand the participation expectations described above.

52 Full Legal Name *

Before you submit

Final preparation checklist

- ☐ Complete the required questions in the official application form.
- ☐ Review the five personal reflection responses and suggested word counts.
- ☐ Prepare up to three potential 360-degree review respondents.
- ☐ Have your professional bio and high-resolution headshot ready.
- ☐ Review the participation and retreat commitments.
- ☐ Review the applicant acknowledgment and enter your legal name as your electronic signature.

This preparation guide is not an application submission.