



2018 CULTURAL ARTS COMMISSION CALL FOR PUBLIC ART

CONTACT

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ELIGIBILITY

1. Application is open to artists of all background and level of accomplishment, worldwide.
2. Anyone receiving funds directly from the City of Elgin will not be considered for funding.

ARTWORK GUIDELINES

- A. Projects must take place within the corporate city limits of Elgin and applications must be intended for a specific project.
- B. Only one honorarium per calendar year per artist will be funded.
- C. An artist or artist organization can act only once per year as a fiscal agent and cannot act as a fiscal agent for another artist or artist organization.
- D. Expenditures of monies must occur between January 1, 2018 and December 31, 2018.
- E. If the artwork is being created specifically for the city of Elgin, the city of Elgin and the Elgin Cultural Arts Commission must be listed as the originating location. Artists must acknowledge the City of Elgin and the Elgin Cultural Arts Commission in all promotional materials, publicity and informational materials used. The ECAC and City of Elgin logo must be used on all appropriate promotional materials for the funded artwork, as is appropriate.
- F. Artists must complete the proposed artwork within the timeline, budget, and feasibility plan that is proposed. A final report detailing an additional maintenance care.
- G. Artists must provide progress pictures and updates as applicable.
- H. Artists must work directly with the Staff Liaison to facilitate all onsite fabrication, installation, and de-installation.
- I. Artist must provide appropriate information for all public signage to accompany the proposed artwork for the term of installation.
- J. Changes to a proposed artwork once an honorarium has been awarded will necessitate a formal written Request for Project Change. A revised budget must be submitted. This request for change cannot be guaranteed. Applications will not be accepted for proposed artworks, which are in progress.

AWARD CRITERIA

The ECAC reviews and evaluates each application based on the following criteria. These criteria may not apply to every application and do not represent the only means of evaluation.

ARTISTIC EXCELLENCE:

- What is unique about the proposed artwork? What is timely about the proposed artwork? How does this project highlight artistic quality and its intended aesthetic or cultural impact on its audience?
- What risks will you take with this project? How is the proposed artwork forward thinking?

TECHNICAL COMPETENCE:

- Do you have the level of skill needed to accomplish the proposed artwork?
- Are the budget, timeline, and installation feasible?
- Do you have past work that will provide evidence to support the level of experience needed to complete the proposed artwork?
- Does the list of materials reflect the level of research needed for the proposed artwork?

NARRATIVE SUPPORT:

- The narrative should support, explain, and defend the work.
- Does the proposed artwork narrative provide evidence of sound management and planning and a realistic timeline?
- What problems, difficulties, or challenges are you likely to encounter with this project and how does your narrative address them?
- Does the narrative fully describe the history, thought process, and inspiration behind the proposed artwork?
- Does the narrative describe the materials to be used and the expenditures that will be covered by the budget?

APPROPRIATE RELATIONSHIP TO THE FUNCTION OF THE SITE:

- How will the proposed artwork engage the community surrounding the location?
- Does the proposed artwork work towards accomplishing the goal of placemaking?
- Does the proposed artwork offer encouragement or support for the community surrounding the site?
- Does the proposed artwork fit the location's identity?

LONG-TERM FEASIBILITY:

- Does the proposed artwork's narrative provide a plan for its care and maintenance for the lifetime of the installation time?
- Is the maintenance and feasibility of the plan something that the city of Elgin can maintain?
- Are there special care needs that may incur additional costs? If so, what is that expected cost of those needs?

FUNDING

The APPLICATION DEADLINE for the 2018 Call for Public Art is: Thursday, March 1, 2018 at 5 PM. For the budget year 2018, the maximum honorarium that will be awarded is \$6,000.

Actual honorarium awards will be contingent on the budget available once the Elgin City Council approves the 2018 Fiscal Year Municipal Budget. All applicants who are approved for funding under this program shall enter into a professional services agreement with the City of Elgin. The agreement shall be signed and returned to the City of Elgin no later than fifteen (15) days after receipt of the document. Failure to return the agreement within that time period will result in loss of the honorarium award. The ECAC is not responsible for lost or mis-delivered mail. Payment of approved honorarium awards will be only after full execution of the agreement and the processing of appropriate cash request documents. All honorarium awards are processed at the same time.

NOT ELIGIBLE

Funding will not be given for:

1. Purchasing permanent equipment or capital expenditures
2. Any project for a church or any sectarian purpose
3. Any group or individual receiving money directly from the City Council or payment in-kind agreements is ineligible. ECAC grant monies will not fund: operating expenses, scholarships, educational programs in any school which are required for graduation or are a part of a school's required curriculum, endowment or debt reduction campaigns, political or lobbying activities, capital improvements, fund raising campaigns, or other taxing bodies.
4. Projects already funded by the ECAC

LOCATION

The city of Elgin is considering the following locations for public art installations in 2018. For your proposal, select a location for your proposed artwork. Please note the distinction between 2D and 3D locations. All locations are outdoors and in downtown Elgin.

2D Locations:

1. The Centre of Elgin- First Floor Parking Deck.
 - a. This is a white concrete wall 15' wide x 18' tall in size. There is white florescent light at night.
2. The Hemmens Cultural Center- south facing near Exhibition Hall.
 - a. This wall is a plain concrete colored wall 17' high x 33' wide in size. There are light poles located above the wall.

3D Locations:

1. Riverwalk Pedestal- there are 7 to choose from, all located on Riverside Drive.
 - a. This is a concrete pedestal measuring 3.5' square by 2.5' tall. The top is beveled to the edge, which is 2" thick. The flat top (after the bevel) is 32.5" square. The pedestal can hold up to 500 pounds. There is a hole in the middle of the top for removal of the top. The pedestal is not concreted or anchored to the ground.
 - b. There is a lit canopy overhead that provides multi-colored lights in the evenings.
2. Newsome Park
 - a. This is a concrete planter area in the middle of a small park, the focus of which is the African American history of Elgin. The planter will have a concrete base onto which the

new artwork would be installed, based on the realistic needs of the artwork. New lighting would be installed around the base based on the artwork's needs.

3. Foundry Park
 - a. This is a location next to a main road, near an already existing sculpture piece. The new artwork would be located in a planter area with walkways located on all 4 sides, also visible from the street. There will be a concrete base in the center of the planter to accommodate the new artwork. Lights will be placed on the base based on the new artwork.

CITY OF ELGIN SUPPORT

The city of Elgin will provide the following support in addition to the honorarium for the selected artist.

1. Access to the installation site for creation process purposes.
2. Support for installation and de-installation of the work.
3. Maintenance support as is feasible and adheres to the plan as proposed by the artist.
4. Publicity support for the proposed artwork.
5. Signage for the artwork.
6. Unveiling event after or at the time of installation.
7. The City of Elgin will NOT provide insurance for the artwork.

APPLICATION

Projects must be conducted between January 1 and December 31, 2018. Late or incomplete applications will not be considered. Please read the Guidelines and eligibility requirements before completing this application.

SECTION I - APPLICANT INFORMATION AND STATEMENT OF ASSURANCES

Applicant Name

Total Amount Requested

Title of Project

Proposed Location of the Artwork

Address of Applicant

City, State, Zip Code

Telephone

Email Address

Expected Dimensions

Selling Price, if for sale

Expected Lifespan of the work

If an honorarium is awarded, the Applicant HEREBY AGREES THAT:

- 1 The activities and services for which assistance is sought will be administered or under the supervision of the applicant.
- 2 The proposed artwork is original in design and the sole creative idea of the applicant.
- 3 The applicant has read and will conform to the program guidelines.
- 4 The applicant organization will expend funds received as a result of this application solely on the projects and programs described herein.
- 5 Any funds received under this award shall not be used to supplant any budgeted funds.
- 6 The applicant will comply with all laws, acts and ordinances of the United States, the State of Illinois and the City of Elgin, and further agrees that no person will be excluded from participation or be denied the benefits of any program, activity or service on the basis of race, sex, sexual preference, color, religion, ancestry, age, national origin or disability. The applicant further agrees to make every attempt to ensure that the program is accessible to persons with disabilities.
- 7 The figures, facts, and representation in this application, including all exhibits and attachments, are true and correct to the best of its knowledge and belief.
- 8 Failure to follow these guidelines will disqualify you for future awards.
- 9 Cancellations of funded projects will result in forfeiture of funds and funds must be returned within sixty(60) days of the scheduled event.

Signature of Applicant

Date

SECTION II - ESTIMATED EXPENSES

Please fill out the budgeted expenses to the best of your ability. If any of the categories do not apply to your project simply write N/A (Not Applicable). If you need additional space, please attach a separate document to supplement.

EXPENSES	BUDGETED
Personnel	
Administrative	
Artistic	
Technical	
Outside Professional Services	
Artistic	
Technical	
Travel/Transportation	
Installation/De-installation	
Insurance	
Materials/supplies	
<i>TOTAL EXPECTED EXPENSES</i>	

CALL FOR PUBLIC ART SUBMISSION CHECKLIST

- APPLICATION: Starting with page 4, in order through page 7.
- NARRATIVE/PROPOSAL: 1-3 page maximum narrative/proposal addressing the awards criteria (Impact, Innovation, Feasibility and Opportunity). Minimum 10-point font. This should include your expected timeline and your care and maintenance plan.
- DESIGN ILLUSTRATION: 4-page maximum design compilation of the proposed artwork. Must be no larger than 11x17 in size.
- PROPOSED ARTWORK BUDGET: 1 page containing the artist's proposed budget for the proposed artwork.
- ARTIST RESUME: 1 page with the artist's history and relevant experience.
- SUPPORTING MATERIALS: 5-page maximum. Exhibition catalogs, articles, reviews, etc.
- WORK SAMPLES: Images of past work
- REFERENCES: 1-page listing at least 3 references that can be contacted. Include names, phone numbers, and email addresses.

Please provide twelve (12) copies of the following information IN THE ORDER LISTED with a TITLE PAGE for each section.

Please print this page and attach to the front of your application.

All applications are scored blind, thus do not label each page with your name or website.

No double-sided pages will be accepted.

No digital application will be accepted.

No late applications will be accepted.