

**Committee on Public Art
APPLICATION GUIDELINES AND SUBMITTALS**

101 NW A Street
Grants Pass, OR 97526
541-450-6000



Application Requirements

Carefully read the packet materials enclosed herein. You will be required to submit the following application materials to the City of Grants Pass Economic Development Department. City staff must receive all application materials in order to consider your submission.

- Completed Public Art Application (attached)
- Resume of Proposed Artist
- Photographs/slides or video of the proposed Public Art
- Sample materials or finishes of the proposed Public Art
- Landscaping considerations (if applicable)
 - Consider location, the manner in which the proposed art meets the guidelines, visibility, public access to the art, landscaping restraints and the manner in which it will be displayed.
- Artist awards list, etc.

Committee on Public Art
APPLICATION FOR PLACEMENT OF PUBLIC ART

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The Committee on Public Art (CoPA) connects the community with creativity through promotion, acquisition and placement of works of art in public spaces.

NAME: _____

ORGANIZATION: _____ WEBSITE: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ CELL: _____ FAX: _____

EMAIL: _____

ART/PROJECT NAME: _____

ARTIST(S) & COLLABORATOR(S) NAMES & CONTACT INFO: _____

QUALIFICATIONS: Please attach: Resume _____ Work Samples _____ Awards list _____ Other _____

TYPE _____ MEDIUM _____

DIMENSION: 2D _____ 3D _____
(Width x Height, Weight) (Width x Height x Depth, Weight)

STATE OF ART: Please answer all that apply:

- a) To be created/produced _____ Start date: _____ Completion date: _____
- b) Ready to be installed _____ Proposed installation date _____
- c) Provide a project timeline _____
- d) Temporary placement (under 120 days): _____ days _____ months _____ years _____
- e) Permanent: _____

ART/PROJECT DESCRIPTION: Please attach image(s) or include a video that illustrates proposed art.

- a) Vision or design concept statement:
- b) Materials:
- c) Fabrication/construction:
- d) Installation method:
- e) Funding source(s) _____
 - Identify any and all non-profit organizations that can receive funds on behalf of the project.
 - Detail sources of additional matching funds (cash and in-kind sources), if any.
- f) Maintenance and conservation plan: _____
- g) Ownership: _____

Please provide (check all that apply that illustrate your proposal):

Drawings ___ Plans ___ Images ___ Videos ___

Concept drawing(s) including dimensioned plan drawings at an appropriate scale ___

PROPOSED PLACEMENT LOCATION/SPACE _____

ALTERNATIVE POTENTIAL LOCATION/SPACE _____

For pieces to be placed on privately owned space or buildings, please attach a statement of permission or support from property and business owners.

SIGNED BY:

NAME: _____ TITLE: _____ DATE: _____

PROCESS OF APPLICATION REVIEW AND APPROVAL

The review process can take 30 to 60 days from application submission. CoPA may have follow-up questions about your application and may request your presence during a CoPA monthly meeting which is scheduled every second Tuesday of the month at 5:30 pm. A review of the proposed placement space or location will also be conducted and a recommendation to the City Council is made by CoPA. When approved, a contract is signed by all parties.

Staff Use Only:

Encroachment permit required?

Encroachment permit approved? _____

Council action required? _____

Action summary: _____

GUIDELINES FOR ACCEPTANCE OF PUBLIC ART

Modes of Acquisition

The Committee on Public Art (CoPA) uses a wide array of methods to secure public art for Grants Pass – depending upon the particular needs of the project. These include:

- Open Call – An announcement is made soliciting art from the public.
- Roster – Art is solicited from a roster of artist with specialized skills.
- Limited Invitational – Invitations are sent to a limited number of artists.
- Invitational – Invitations are sent to all known artists.
- Donation – Appropriate art pieces are given to the City of Grants Pass.
- Commission of Direct Purchase – In cases where funds are available for specific art projects/pieces, the Committee may pay for a project or purchase a piece that already exists for the public.
- Approval of Application to place Public Art – Direct and voluntary applications are reviewed and recommendations are submitted by CoPA to City Council for approval.

Permanent or Temporary

The CoPA will determine the length of time any public art will be displayed when the work is selected or commissioned.

Records

All selected public art will be cataloged and documented. The records will be maintained under the guidance of the CoPA. A presentation of the public art of Grants Pass will be made to the City Council and public annually.

Selection Criteria

Public art is selected on the basis of many factors. Number 1 factor will determine the final decision, but the following factors will always be assessed by the CoPA in making its selections:

- Artistic merit: Concept, design, craftsmanship
- Context: Architectural, historic, geographic, cultural
- Design: Considers and will improve the space that it will occupy
- Educational potential: Capacity to increase the public's understanding and appreciation of art
- Maintainability: Structural and surface soundness, durability and resistance to weathering, excessive maintenance/repair costs
- Diversity: Artworks from artists of diverse cultural, geographic, racial and gender; of varied scale and media; exploratory and well-established art forms
- Public Safety: Meets appropriate city codes and regulations and has been designed and engineered by the artists in such a way that it will not create injuries while on display; the safety of the proposed design is the responsibility of the artist and not the CoPA or the City of Grants Pass
- Accessibility: No fees or other limits prohibit the public from enjoying the artwork
- Feasibility: The artist's ability to complete the work on time as conceived using the planned materials and within the approved budget
- Originality: Edition of 1 or part of a limited collection
- Artist's proven ability to collaborate with design professionals (on design team opportunities)

- Artist's willingness to collaborate with other city endorsed community's in completing the project
- Design and Scale: Considers and will improve the space it will occupy
- Fabrication and Installation Schedules: The proposed art project will include project timeline from approval, fabrication, delivery and installation

Art selected by the CoPA cannot be designed to serve as advertising for an organization or commercial enterprise. This does not preclude appropriate plaques or signs placed in proximity to the art piece recognizing the donor, artist or organization(s) involved in creating or supporting the project.

Funding

For art proposals that will be owned by the City of Grants Pass: City Council will provide full or partial funding with remainder of the funding being raised in partnership with interested parties, stakeholders, and Grants (public or private).

For art proposals that will not be owned by the City (e.g., a mural viewable by the public but on the surface of a privately owned building), funding will be arranged by the person or group requesting approval. Funding sources must be listed on the enclosed application. City Council may decide to provide partial funding for these types of projects. See *Guidelines for the Acceptance of Public Art*.

Annual Guidelines Review

The CoPA recognizes that no guidelines can anticipate all potential issues. Committee reserves the right to amend these guidelines to maintain a clear intention with regard to the City's involvement in public art.

CRITERIA FOR FUNDING OF PUBLIC ART PROPOSALS

Purpose

The City desires to create opportunities for the placement of art in public locations. The Council has appointed the Committee on Public Art (CoPA) to promote collaboration between the City, artists, architects, developers and property owners for the purpose of enriching public spaces with art. Adoption of a process to solicit, evaluate, prioritize and support art will enhance the City of Grants Pass. These guidelines are in place to help guide potential investment of public resources that would encourage placement of public art in spaces both publically and privately owned. This process does not apply to art that is to be purchased and owned by the City of Grants Pass.

Program Objectives

1. To encourage the creation of publicly accessible, permanent artworks having artistic merit and community benefit;
2. To encourage collaborative partnerships between artists, arts organizations, communities, and local non-profit groups;
3. To foster community pride through artworks;
4. To strengthen artistic and community outcomes of community-led public art projects; and
5. To reflect the diversity and interests of community artists and arts organizations.

Public Art

Public art covered by these guidelines includes any art placed in accessible, permanent public locations that can be experienced free of charge. This includes art placed on both public and commercial land and building sites where it can be viewed from a public space in the city of Grants Pass. It does not include holiday or seasonal decorations.

Funding

All awards are contingent upon the availability of funds and subject to approval by the City Council. The recommended funding match level for publicly displayed art will be no more than 20% of the project. Funds will be made available at project completion unless an alternate payment plan is approved in writing in advance. Subject to funding availability, CoPA will make an announcement for public art projects seeking funding no more frequently than twice per year.

Recommendation

The committee will prepare and submit a written recommendation to City Council identifying the selected art piece(s), the proposed funding level(s) and any other important issue pertaining to the proposal.