

UNTITLED: PUBLIC ART GRANTS INFORMATION GUIDE

Deadline: Wednesday, March 18, 2020 at 12:00 noon

A pilot program for public art grants.

Untitled is an invitation from the [City of Vancouver Public Art Program](#) to Vancouver-based, professional not-for-profit arts and culture organizations and local First Nations Band Councils to submit applications for artist-led public art projects for 2020/2021.

The title for this grant is meant to suggest an open-ended framework to encourage a wide range of proposals for art in public space

CONTACT INFORMATION

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INTENT AND VISION

Untitled enhances the capacity of Vancouver not-for-profit arts and culture organizations and local First Nations Band Councils to commission one or more artists to create significant public artworks. *Untitled* will be offered every two or three years (budget permitting). We are most interested in projects that address some or all of the following:

- Place artists and their cultural supports at the centre of the creation of the work
- Demonstrate a strong commitment to advancing artists' creative, critical investigation and experimentation.
- Are significant in terms of scale, the potential for public engagement, and/or conceptual innovation.
- Reflect the complexities of place and publics, engage cultural practices, and provoke critical dialogue.
- Increase voice and visibility of xʷməθkʷəy̓əm (Musqueam), Sk̓wx̓wú7mesh (Squamish) and səliłwətał (Tseil-waututh) arts and culture on the land.
- Advance cultural equity and accessibility for underrepresented artists and communities including other Indigenous artists and cultural practitioners.

CONTEXT

The City of Vancouver recently adopted a new 10-year culture plan called *Culture/Shift: Blanketing the City in Art & Culture*. *Culture/Shift* includes goals, priority actions, and the following five key strategic directions for 2020-2029:

- Arts and Culture at the Centre of City Building: Champion creators and elevate arts and culture by hardwiring art and culture into city strategy and investment;
- Reconciliation and Decolonization: Recognize and support Indigenous cultural knowledge and presence through decolonizing practices;
- Cultural Equity and Accessibility: Advance diverse and inclusive leadership and practices and promote intangible cultural heritage and redress by offering equitable and accessible support;
- Affordable, Accessible, Secure Spaces: Prevent displacement and support community-led spaces through enabling partnerships; and,
- *Collaboration and Capacity*: Strengthen sector resilience through facilitating partnerships and leveraging investment.

The subtitle *Blanketing the City in Art & Culture* is an acknowledgement that what is known to many as Vancouver is located on the traditional, unceded territories of xʷməθkʷəy̓əm, Skwxwú7mesh and səliwətaʔ Nations, who have lived throughout this region for thousands of years. *Culture/Shift* recognizes the languages, teachings, stories, and overall cultural expressions of xʷməθkʷəy̓əm, Skwxwú7mesh and səliwətaʔ people should be visible_ and known throughout Vancouver. *Culture/Shift* also recognizes that everyone has a role to play in reconciliation and decolonization. The new culture plan offers the chance to be deeply mindful of how arts and culture is conducted upon these lands, acknowledging the role culture plays in shaping place and a shared sense of belonging for all people. Read the full culture plan at: <https://vancouver.ca/parks-recreation-culture/culture-shift.aspx>.

ELIGIBILITY

Organizational Eligibility

Untitled is open to Vancouver-based, professional not-for-profit arts and culture organizations that develop, produce, or disseminate artistic work for the benefit of the public. Local First Nations Band Councils are also eligible for this granting opportunity. Non-arts-and-culture-based organizations may be eligible to apply if working with a professional artist with significant experience in placing artwork in the public realm. These organizations must speak to a staff person to determine eligibility. In the case of partnerships, the lead organization must apply.

Professional not-for-profit arts-and-culture organizations are led by art professionals with the primary purpose to support artistic programming, production and dissemination for Vancouver audiences. These organizations support practicing professional artists and technical personnel. They are supported by an active board of directors and have sufficient financial and administrative systems in place.

Only one application for a single project from each organization or partnership will be accepted. Submissions must be for a one-time, single creative project or a time-limited series. Arts and culture organizations which have received or are applying for Operating or Annual Assistance grants are eligible to apply.

Note: Organizations who have applied for or are receiving Project Grant funding may only apply to *Untitled* for a different component or element of that project. Your application must clearly articulate how this component or element differs from the application submitted to Project Grants.

To apply to this program, the organization must:

- Be a not-for-profit society, or a community service co-op legally registered and in good standing with BC Registries and Services, or a First Nation Band Council on whose unceded traditional homelands

Vancouver sits, or a registered charity with the Canadian Revenue Agency (CRA) for at least six months at the time of the application deadline.

- First-time applicants must provide evidence of not-for-profit or registered status e.g., Certificate of Incorporation.
- Have an active presence and have programs and services delivered within Vancouver, or if led by the xʷməθkʷəy̓əm, Skwxwú7mesh or səliłwətał Nations, held in their unceded traditional homelands, which includes Vancouver.
- Be accommodating, welcoming and open, in their policies, practices and programs, to people of all ages, abilities, sexual orientations, gender identities (including trans, gender diverse, TwoSpirit people), ethnicities, cultural backgrounds, religions, languages, and socio-economic conditions.
- Have an active board of directors composed of volunteers representative of the mission and people served:
 - Directors must meet the minimum articles of applicable governing acts (e.g., BC Societies Act, BC Cooperative Service Act for Community Service Co-ops, or the Canada Not-for-profit Corporations Act).
- Have, at minimum, professional leadership, preferably one or more paid staff in combination with contract staff and volunteers.
- Compensate professional artists fairly. Unlike gallery or indoor exhibitions, placing artwork in the public realm can be very complex and remuneration for artists should take this into account.
- Provide financial statements with signatures of two board members for the most recently completed fiscal year including, at minimum, a balance sheet and income/expense statement, and preferably independently prepared as a review engagement or notice to reader.
- Have completed all previous projects funded through Cultural Services and can report on the most recent City-funded project in the current application, or have written approval from a Cultural Planner to submit an application if the previous project is not complete by the time of the application deadline.

Project Eligibility

Public art projects are defined as creations or collaborations led by practicing professional artists. Public art projects can be temporary or permanent exterior works intended for installation in freely accessible public areas (interior artworks may be eligible if sited in an area open and widely accessible to the public on a regular basis).

Public art projects can encompass a wide variety of media and artistic practices including but not limited to:

- Free-standing sculpture or other site intervention
- Two-dimensional work (murals, mosaics)
- Video, LED and electronic artwork (digital projections and lighting)
- Socially engaged projects
- Environmental work
- Artist-designed exceptional site elements (pavement patterns, walls, gateways, place markers, welcome figures)

Untitled is looking to support the realization of stand-alone, one-time projects that are identifiable as unique and significant public artworks. This is an opportunity for organizations to move outside of their usual programming and for artists to advance their practice in a significant way.

Eligible projects must:

- Be located on publicly accessible sites in Vancouver or, for projects led by xʷməθkʷəy̓əm, Skwxwú7mesh and səliłwətał Nation members, located in their unceded traditional homelands.

Please note: culturally-significant areas including Stanley Park, Locarno Beach, Vanier Park, Jericho Beach and other waterfront sites will not be considered unless there is demonstrated approval from and meaningful involvement with xʷməθkʷəy̓əm, Skwxwú7mesh and səlilwətał Nations.

- Provide significant commissioning opportunities for artists. Eligible projects must demonstrate a strong commitment to advancing artists' creative, critical investigation and experimentation.
- Be produced after the application deadline and completed by the end of 2021 and be properly maintained for the duration of display.
- Be able to be completed with available funds.
- Carefully consider material and other components appropriate to artworks in the public realm, including safety, vandal-resistance, and technical feasibility.
- Demonstrate relevance and significance to proposed site and/or community.
- Demonstrate integrity and ethical use of materials for works taking on representation of a specific cultural group or community.

Projects proposed for City of Vancouver sites will be presumed temporary with ownership and maintenance responsibilities held by the lead organization.

Ineligible Organizations and Projects

Lead organizations and projects that do not meet the above requirements will not be considered. Examples include but are not limited to:

- Organizations whose proposed project does not meet eligibility requirements or the intent and vision of *Untitled*.
- Publicly funded or private educational institutions (public schools, universities, colleges, training organizations).
- Annual or recurring projects, such as festivals (unless there is a unique commissioning component for an artist to create a public art work).
- Fundraising, commercially-oriented activities, or third-party advertising.
- Demonstrations, marches, or rallies.
- Core artistic training or in-class activity.
- On-going operations, deficit reduction or capital facility projects.
- Projects and activity outside Vancouver city limits, with the exception of projects led by xʷməθkʷəy̓əm, Skwxwú7mesh or səlilwətał and located in their unceded traditional homelands.
- Bursaries or scholarships or contests or competitions.

GRANT AWARDS

Project budgets must be inclusive of all artist fees and costs including design, supplies, fabrication, permits, installation, project management, documentation of process and artwork, maintenance provisions, insurance, and a contingency (generally 10-15% of the overall budget). Other potential costs to consider are engineering fees, community notification, site preparation and restoration after project completion, and anti-graffiti treatments.

The maximum grant award for *Untitled* is \$100,000. Please note that grant amounts awarded can be less than what was requested. The intent of the program is to fully fund 3-6 significant commissions for artists. Payments for public art grants are tied to deliverables that are typically related to the following phases:

- Phase 1 – Research and development
- Phase 2 – Detailed plan
- Phase 3 – Fabrication/Installation/Production
- Phase 4 – Documentation and final report

Note that project budgets will be confirmed at the detailed plan phase and that during development of the detailed plan, the project's feasibility may become questionable and it is possible some projects may not proceed beyond development of the detailed plan.

ASSESSMENT CRITERIA

A. Artist-Centred Projects

All proposed public art projects should provide a meaningful commissioning opportunity for one or more professional artists and place artists at the center of the project. Project concepts should be created, developed and led by artists and projects should demonstrate a strong commitment to advancing artists' creative, critical investigation and experimentation. Elders, mentors, and other knowledge holders are recognized as important to some artistic practises and are also valued as advisors in this process.

Lead professional artists should have past experience with public art and the capability to produce the work. They should also have a meaningful connection to the project idea and location and be able to engage with critical contemporary art dialogues.

A professional artist is defined as a regular practitioner who:

- has developed their skills through training and/or practice
- maintains an artistic practice and has publicly shared an independent body of their work for at least two years
- is recognized as an artist by peers within their community

B. Strength of Proposed Project

Preference will be given to works that are identifiable as unique, stand-alone artworks or experiences and implemented on a scale that will be noticed as out-of-the-ordinary, are of significant duration, or offer a substantial opportunity for engagement with the public.

In your submission, we are looking for:

- Project coherence: project expresses strong ideas with clarity.
- Connection and relevance to this place and this time.
- Engagement with critical dialogues in contemporary art.
- Consistency with the key strategic directions of *Culture/Shift: Blanketing the City in Art & Culture* including the recognition that Vancouver sits on the unceded homelands of the xʷməθkʷəy̓əm, Skwxwú7mesh or səlilwətał Nations.
- Demonstration of integrity and ethical use of materials for works taking on representation of a specific cultural group or community.

C. Organizational Capacity

Arts and culture organizations submitting applications must be able to provide the necessary resources and staff to support the artist(s) throughout the course of project development and realization.

Untitled will be assessing your organization based on the following:

- A realistic and achievable plan is in place to successfully complete the project and reach its intended goals: appropriate permits, approvals, and other technical requirements have been considered in the planning and the proposed project will be produced after the application deadline and completed by the end of 2021.

- Lead professional and administrative contributors have experience and skills required to successfully complete the project.
- Maintenance is considered and planned for and the artwork will be properly maintained for the duration of display.
- Communication and engagement is considered and planned for.
- Evaluation is in place to assess the success of the project.

D. Budget

Applications should reflect realistic and achievable budgets required to develop and complete the proposed project. Project expenses must be related to production of artwork (artist fees, materials, installation costs, etc.) with a guideline of a maximum of 20% of the total project budget for project management costs.

SELECTION PANEL

Applications will be evaluated by a diverse panel of artists and arts professionals including those from xʷməθkʷəy̓əm, Skwxwú7mesh and səliwətał Nations. Panel members will be selected based on previous experience with public art.

TIMELINE (dates subject to change)

Submission deadline:	Wednesday, March 18, 2020 at 12:00 noon
Selection panel review:	April 2020
Council approval and notification:	late May 2020

INFORMATION SESSION

An information session will be held to discuss the new grants with staff. Registration is required.

Date: Tuesday, February 4, 2020
 Time: 5:30-7:00 pm
 Place: nəc'aʔmat ct Strathcona Branch Library, 730 East Hastings Street
 RSVP: <http://ow.ly/6oji50xXDW5>

Notes from the Q&A from the information session will be posted online at vancouver.ca/people-programs/arts-and-culture-grants

SUBMISSION REQUIREMENTS

Organizations intending to apply must first contact staff to determine eligibility and to access application form at least two weeks prior to deadline.

Only completed applications will be reviewed. The following outline summarizes the six sections of the application form.

- PA 1. Project Overview:** Grant request, project name, one-sentence summary of project, type and duration of public art project, images, project location information, and materials.
- PA 2. Artist Centred:** Artist qualifications, artist website, artist role and connection to project, and creative inquiry.
- PA 3. Strength of Proposed Project:** Detailed description and cultural integrity.
- PA 4. Organizational Capacity:** Realistic plan, professional and administrative contributors, maintenance, engagement and communication, and project evaluation.

PA 5. Budget: Project expenses must be related to production of artwork (artist fees, materials, installation costs, etc.).

PA 6. Grant Agreement – Conditions of Assistance

CONFIDENTIALITY

All documents submitted by the Recipient to the City become the property of the City. The City will make every effort to maintain the confidentiality of each application and the information contained therein except to the extent necessary to communicate information to staff and peer Assessment Committee members for the purposes of evaluation and analysis. The City will not release any of this information to the public except as required under the Province of British Columbia *Freedom of Information and Protection of Privacy Act (BC)* or other legal disclosure process.

APPENDIX A

Considerations for Placing Art in Public Spaces

Many issues and concerns related to placing or presenting artwork in the public realm can be mitigated through careful planning including that related to the project's feasibility. In addition to ensuring the suitability of the work for outdoor display, including any maintenance requirements for built forms, a detailed plan should demonstrate that the project can be presented as proposed.

General Considerations:

Detailed plan requirements vary from project to project but public safety is a primary concern for all projects. The following should be considered when developing a budget and detailed plan:

- confirmation of approval by the property owner
- confirmation of required liability and other insurance for artists, subcontractors and audiences
- confirmation of WorkSafeBC registration as needed (see [WorkSafeBC](#))
- a detailed schedule of planning, production, presentation/installation, documentation and de-installation and site restoration if relevant (include intended display/duration of artwork)
- any required neighbourhood notification and community consultation
- detailed budget

Considerations for Built Form:

In addition to public safety concerns and the general considerations above, built form projects have added components that can increase costs as well as requirements for the detailed plan. The following may be required at the detailed plan stage:

- detailed site drawings showing placement of the artwork
- detailed design drawings of any structural, electrical, and mechanical components of the artwork (in most cases, drawings require certification by a professional engineer)
- descriptions of all materials to be incorporated into the artwork including contact information for all proposed suppliers, fabricators and contractors
- confirmation of development, building, electrical and other required permits
- samples, as the City may request, of materials being proposed for the fabrication, installation, and display of the artwork, with manufacturer's specifications
- description of the procedures required to maintain the artwork during the period of its display and who to contact for such maintenance
- site preparation and mitigation: timing for these as well as for de-installation should be included in the detailed schedule and any associated costs should be included in the detailed budget