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**CIVIC COMMISSION PUBLIC ART GRANT PROGRAM**

**FY 2022 COOPER-GORDON PARK**

**PUBLIC ART PROJECT**

Applicants may submit one (1) Cooper-Gordon Park Public Art Project application per grant cycle

RFP Release: Monday | April 15, 2022, | 4:00 pm ET

Submission Deadline: Monday | May 23, 2022, | 9:00 pm ET

Award Amount: Up to $75,000

**Cooper-Gordon Park Public Art Project Grant Application Questions**

Please use this document to preview the application questions in the grant portal. It is recommended that you type your answers out in a separate word document before applying in the portal. For assistance contact Deirdre Darden, Public Art Coordinator, [deirdre.darden@dc.gov](mailto:deirdre.darden@dc.gov)

**OVERVIEW**

Artist Name:

(Required – Name of applicant as it appears on the applicant’s **official tax documents**)

Amount Requested:

$75,000)

Type of Support:

(Select “Project Support”)

Project Begin Date:

(10/1/2021 – this is the start of FY22)

Project End Date:

(9/30/2022 – this is the end of FY22)

Briefly detail the arts and humanities activities and goals during the grant period:

(Required)

Have you applied for a grant from CAH within the past 5 years?

(Required)

Have you received a grant from CAH within the past 5 years?

(Required)

Has your address changed in the past 12 months?

(Required – If address has changed, it must be updated in the grants portal)

**REQUESTS**

**Request Details**

**Personnel**. (**If working solo, type N/A**. If working with another artist or collaborator, please list the individual's full legal name, residency, and describe their role with project. Also, please upload their resume or bio in the “Bios of Artist Team Members” upload section.)

(Required – 200 words max.)

**Artist Statement.** Please describe your expertise as an exterior sculptor as well as your understanding of this project as described in the RFP guidelines. Incorporate Application Review and Selection Criteria factors in your response.

(Required – 250 words max.)

**Work Impact.** Please discuss how the design and the Artwork will impact the community and key stakeholders, mindful of the project goals listed in the RFP.

(Required – 100 words max.)

**Project Description** (maximum 500 words). Discuss the design concept providing detailed explanation of how the design correlates to the project goals as defined in the Guidelines. Discuss how the design concept fits within the space dimensions of the site as presented in the RFP. In the Proposed Art upload section, please upload a PDF or JPG file/s illustrating the proposed design/Artwork on the concrete base within the provided dimensions and other visuals. Design should be done to scale to illustrate how the artwork integrates with the site.

(Required – 500 words max.)

**Fabrication and Installation Method**. Please discuss the materials used to fabricate all elements of the design, including briefly describing the fabrication process/methodology as well as the durability of the proposed materials and maintenance requirements. Refer to the Public Artwork Specifications in the RFP. If lighting components are included in the design concept, please clearly articulate details and requirements. Provide details regarding recommended installation method and connections as well as any site preparation requirements.

(Required – 250 words max.)

**Activities Details**. Please provide detailed fabrication and installation timeline expressed in terms of number of days or weeks needed to fabricate the work.

(Required – 250 words max.)

**Budget Narrative.** Please prepare a detailed budget that is inclusive of all costs associated with the design; fabrication of sculptural elements including installation fasteners; transportation and/or shipping; insurance; engineer drawings (stamped by a DC licensed engineer); ; Artwork-related electrical conductors, electric meters and/or any other electrical components of the Art; photographic documentation of the completed artwork and, a contingency. Artist design fees many not be more than twenty percent (20%) of the project budget. Provide a brief narrative and upload a spreadsheet of projects costs in the “Budget Narrative” upload section. Please refer to Allowable Costs and Funding Restrictions in the RFP.

(Required – 250 words max.)

**Applicant Profile/Details**

Applicant First Name:

(Required)

Applicant Middle Name:

Applicant Last Name:

(Required)

Applicant Suffix:

Applicant Street Address 1:

(Required)

Applicant Street Address 2:

Applicant City:

(Required)

Applicant State:

(Required)

Applicant Zipcode:

(Required)

DC Ward, if applicable:

Applicant SSN:

(Required)

Applicant Login Email Address:

(Required)

Applicant Secondary Email Address:

Applicant Phone:

(Required)

Applicant Secondary Phone:

Applicant Website:

Applicant Discipline:

(Required – Select 05 Visual Arts)

**WORK SAMPLES & UPLOADS**

**Work Sample Narrative:** Provide a statement describing how the content of the work sample(s) best represent(s) the applicant and/or the work supported by the request.

(Required – 200 words max)

**Artist Résumé/CV**

(Required)

**Image Identification List**: Include -- Artist Name, Title, Date, Medium, Size, Dimensions, Location, Project Budget, Role on project for each image. If an Artist Team, please differentiate to clearly define each artist/s’ work samples and team member’s/artist’s role in that project

(Required)

**Proposed Art:** Please upload scale drawings, design concepts illustrating various views of the artwork and how it would be situated/placed/ on the unfinished concrete base. If lighting is included, show how the artwork will look with lighting elements. The uploads should relate to the design concept that explains how the design correlates to the project goals as defined in the RFP and how the design concept fits within the space dimensions of the site as presented in the RFP.

(Required)

**Detailed Budget Upload**:

(Required – use template provided)

**Professional References**: List of at least two (2). Please include name, address, phone number, and email address for each reference. You can also upload written professional referrals relevant for this project.

(Required)

**Support Material**: See Addendum A in RFQ for more information.

(Required)

**Signed IRS Form W-9:**

(Required - Post office boxes are prohibited. The applicant’s address MUST match the address in the grants portal, the address on file in the DC Government’s PASS system, and the address registered in the DC Vendor Portal. Only the October 2018 version of the W9 form may be used and the form must be dated at the time of application submission: <http://dcarts.dc.gov/page/managing-grant-awards>)

**Certificate of Clean Hands:**

(Required – For instructions on how to generate a certificate of clean hands, please visit: [My Tax DC](https://mytax.dc.gov/_/#3). Clean hands certificate is required to be dated within 30 days of application submission)

**List of Insurance Carries and Policies:**

(Required – General liability or project-specific insurance, template found at: <http://dcarts.dc.gov/page/managing-grant-awards>)

**Artwork Relationship and Copyrights Form:**

(Required – Template found at: <http://dcarts.dc.gov/page/managing-grant-awards>)

**Statement of Certification:**

(Required – Template found at: <http://dcarts.dc.gov/page/managing-grant-awards>)

**Individual Demographic Overview Form:** For artist and each artist team member. Completion and submission of this form will have no impact on funding decisions. Responses are used for statistical and diversity inclusion purposes only and will not be seen by the grant review panel.

(Required – form found on grant application landing page)