



Public Art Project Application Process

Summarized from Public Art Policy Organization: Public Art Org.08, # RC10/233

Public art is artwork installed or performed in public spaces or facilities. It takes many possible forms and may be temporary or permanent. This document outlines the process to apply for a Public Art Project in the District of Mission. For more information refer to the District's Public Art Policy www.mission.ca or contact Parks, Recreation & Culture.

Public Art Vision

Public art builds our community and improves our lives by:

- Contributing to economic development
- Celebrating our heritage
- Sharing our cultural diversity
- Highlighting our uniqueness
- Making Mission a more enjoyable place to live

Public art engages our citizens in everyday settings. Displaying public art lets us show our commitment to local artists. We can also offer our citizens access to art from British Columbia, Canada and around the world.

Acquiring Public Art

The District of Mission can acquire works of art for public display in the following ways:

- By accepting a donation of art
- By purchase (or in cooperation with another purchaser)
- The District may commission public art for a specific location or purpose

The District is not under any obligation to accept gifts of artwork, or to allow artwork to be erected in public places.

Proposing a Public Art Project

Public art initiatives may be developed in many different ways. For example, they may come from:

- Planners, as the result of District projects which could benefit from public art
- Businesses interested in the development of public art
- Individuals interested in cooperating to develop a public art project
- Schools and other educational institutions interested in participating in projects
- Other community groups and organizations

The District welcomes Public Art Projects that include (but are not restricted to) the following criteria:

- Enhance the variety of projects
- Explore different themes
- Reflect the values of the community
- Employ a variety of artistic media
- Accessible to the public
- Distributed throughout the District

Public Art Selection Committee

A Public Art Selection Committee will review all Public Art Project Applications.

The Cultural Resources Commission establishes the Selection Committee. The Selection Committee may be ad hoc, or project or issue specific. It will include persons deemed to have appropriate expertise, knowledge, and sound judgement, and who are at arm's length from the project being proposed. (See the Public Art Policy for a list of potential representatives.)

The Selection Committee discusses and assesses each application by applying pre-established Selection Criteria.

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Application Process

Here's what to expect when submitting a Public Art Project Application:

1. An Applicant will submit a written Notice of Intent for a Public Art Project to the Cultural Resources Commission
2. Upon receiving a written Notice of Intent for a Public Art Project, the Cultural Resources Commission will provide the Applicant with the Application for a Public Art Project, and establish a Selection Committee to review the Application
3. The Selection Committee will invite the Applicant to present their Project. Other individuals with an interest in the Project may also be invited to attend the presentation (e.g. proponent/sponsor/artist)
4. On receiving a completed Application for a Public Art Project (sample attached), the Selection Committee will apply the Selection Criteria and make a report to the Cultural Resources Commission, including suggested actions
5. The Cultural Resources Commission will make a recommendation to Mayor and Council in regard to the proposed Public Art project

The Public Art Policy is available from Parks, Recreation & Culture, or on the District website at www.mission.ca.



Public Art Project Application

Project name: _____

Applicant name: _____

Contact information: _____

Project description:

(Briefly describe the artwork, size, topic or theme, material, etc. Attach sketches as required.)

Proposed location: _____

Public art category:

(Check one. See Public Art Policy for definitions.)

- | | | |
|--------------------------------------------|----------------------------------------------|---------------------------------------|
| <input type="checkbox"/> Site specific art | <input type="checkbox"/> Semi-integrated art | <input type="checkbox"/> Discreet art |
| <input type="checkbox"/> Community art | <input type="checkbox"/> Performance art | |

Proposed artwork type:

(Check all that apply)

- | | | |
|-------------------------------------|--------------------------------------------------|------------------------------------|
| <input type="checkbox"/> Permanent | <input type="checkbox"/> Semi-permanent | <input type="checkbox"/> Temporary |
| <input type="checkbox"/> Functional | <input type="checkbox"/> On loan (include dates) | |

Timeframe/proposed dates: _____

How are the District's public art vision and selection criteria expressed through this work?

Ownership:

Who has title/ownership? _____

Who holds copyright? _____

State any restrictions
(Attach relevant documents.)

Informed consent & supporting documents have been signed:
(Attach copies.)

Artist(s) qualifications:

(Summarize background, experience. Attach curriculum vitae, examples of other public art projects, etc.)

Artist(s) residency:

- Mission
- Other (Please state.) _____

Installation:

(How this artwork will be installed, by whom, equipment, special site preparation, costs, etc.)

Acknowledgement:

(How donors will be acknowledged, as part of the art installation, or print, media, program details, etc.)

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Financing:

(Attach detailed budget, including all revenue and expenses related to this project.)

Total project cost: _____

Funding sources: _____

Are charitable donations being received? Yes No

 If yes, who issues tax receipts? _____

Cost to the District: _____

Care, conservation and maintenance:

(Detail required care, cycle of maintenance, potential costs, etc.)

Risks/public safety issues:

(Detail potential risks or liabilities, mitigation plans, etc.)

Decommissioning:

(Detail plans for decommission or removal, except for permanent installations.)

Deliver completed application to the Mission Leisure Center, Attention: Cultural Resources Commission.



Selection Committee Process

Upon receiving a complete Public Art Project Application, the Selection Committee will review it in a timely manner and report back to the Cultural Resources Commission. The Commission will make a recommendation to the Mission Mayor and Council.

1. A member of the Cultural Resources Commission will chair the Selection Committee. Their role is to ensure that the Public Art Policy is followed, to maintain a relatively unbiased perspective, to observe and offer feedback, to ensure that everyone is heard, and to summarize when needed.
2. Each member of the Selection Commission should receive a copy of the Public Art Project Application to review before the presentation. (Extensive appendices may not all be copied, but will be available for consultation.)
3. The Selection Committee will invite the Project Applicant to make a presentation of their project; other individuals (e.g. proponent/sponsor/artist) with an interest in the project may also be invited to attend the presentation.
4. At the presentation, the Selection Committee will be prepared to ask questions and express any concerns they have about the proposal.
5. Following the presentation, the Selection Committee will meet *in camera* and discuss the Application. Each member should assess the elements on the Criteria, using a scale of 1 to 5; the rating is to be used as a guide to discussion and to encourage dialogue. A final decision is NOT based on a total of points accumulated.
6. The Selection Committee will attempt to reach consensus (the Chairperson should not vote or influence the final decision).
7. The Selection Committee will make a report to the Cultural Resources Commission, including suggested actions, modifications or concerns.

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Selection Criteria

Criteria	Applicant How does your request meet this criteria?	Selection Committee Comments	Score (1-5 points) Discuss differences
Theme consistent with goals of the Public Art Policy			
Accessible to the public			
Aesthetic qualities: public acceptability			
Enhances quality of life			
Contributes to local economic development			
Contributes to Mission's unique character and lifestyle			
Inclusive			
Broadens or adds to the scope of existing public art			

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Private sector partnership			
Ability of sponsor to manage the project			
Qualifications of the artist			
Public safety, risk management plan			
Care, maintenance, conservation plan			
Suitable acknowledgement			
Plan for decommission or removal			
Financial feasibility			