



urban art program

pARTners APPLICATION

ORGANIZATIONAL CAPACITY

Organization Information

Organization Name:

Executive Director: _____ Phone: _____

Current address:

City: _____ State: _____ Zip Code: _____

Website: _____ Fax: _____ Email: _____

Lead Contact Information

Name & Title:

Contact Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ Email: _____

Operating Budget

What is the operating budget for FY 08? \$ _____

What is the projected operating budget for FY 09? \$ _____

What is the fiscal year cycle?

Project Budget

What is the estimated total project budget? \$ _____

What is the minimum amount of funding secured for the project? \$ _____

****ATTACH PROJECT BUDGET****

SITE SUITABILITY

Site Selection

State the priority site of interest (address and borough):

If a proposed site, list the site location (address and borough) and reasons for selection based on the *Site Guidelines* (see below):

****ATTACH STREET MAP AND PHOTOGRAPHS OF THE SITE ****



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Project Description

Briefly describe the proposed project for the DOT site (Be as specific as possible):

****ATTACH SITE PLAN AND PROJECT RENDERINGS****

Intended Audience

Briefly describe the intended impact of the proposed project on the anticipated audience:

Community Involvement

To what extent, if at all, will the local community be involved in the design and fabrication phases of the proposed artwork?

ARTISTIC MERIT

Artist Selection

If artist has not be selected, briefly describe the selection process to identify and select artist(s) for the project:



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Artist(s)' Background Information

If artist(s) has already been selected, list the Artist(s)' name and reason for selection:

****ATTACH RESUME AND STATEMENT****

ARTWORK DURABILITY

Fabrication/Installation

Briefly describe the proposed fabrication materials, as well as installation methods, if known:

Maintenance

Briefly describe the maintenance requirements for the artwork during the display period:



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BACKGROUND

PROGRAM OVERVIEW: NYC DOT will partner with Business Improvement Districts and local organizations to install temporary public art on DOT properties in all five boroughs. Appropriate sites for art installations include plazas, fences, medians, triangles, sidewalks, and jersey barriers. Organization and/or organization-artist teams are invited to submit applications to DOT in one of three different program tracks: pARTners (new commissions installed for up to eleven months), Site to Site (existing artworks installed for up to eleven months), and Arterventions (short term projects installed/performed for one day up to one month). Artists can not apply independent of an organization.

pARTners TRACK: A number of locations will be identified by DOT as priority sites for commissioned artwork. Not-for-profit organizations are invited to apply. Organizations are also welcome to submit proposals for a non-priority site and should select a proposed site based on the 'Site Guidelines.' A legal contract will be drafted between the Partner and DOT outlining party responsibilities during the eleven month display period.

APPLICATION PROCESS: Organizations may submit an application biannually in fall and spring (specific dates posted on DOT's website under Urban Art Program) either individually with a general project idea, or collaboratively with an artist proposing a specific project. Organizations applying with a general project idea will be expected to select an artist independently of or in partnership with DOT upon project approval.

SELECTION PROCESS: Projects will be recommended or rejected by DOT and outside advisors based on the *Selection Criteria* list (see below). All applicants will be notified of the results within one month of submission.

BUDGET: DOT will sponsor up to \$5,000 for priority sites and up to \$1,000 for proposed sites. Approximately two projects per borough will be selected annually. All not-for-profit organizations are eligible for funding, but organizations with operating budgets of under \$500,000 will receive priority funding by DOT. Some organizations may be selected as partners but not awarded funding.

INSURANCE: The Partner will be responsible for obtaining any necessary insurance policies naming DOT as an additional insured, and indemnifying the City. The Partner will be liable for any accident to any person in relation to the project and assume all risk of loss or damage to DOT property.

INSTALLATION: The Partner and/or the artist(s) may be required to install the artwork or monitor the installation process. Installation tools and materials will not be provided by DOT. DOT will grant a permit for a set installation or fabrication period. Appropriate signage, including information about the Partner(s), the Artist and DOT will be agreed upon and mounted visibly near artwork.

PRESS EVENT: DOT may host a press event upon installation of the artwork.

MAINTENANCE: The Partner will be responsible for the maintenance of the artwork throughout the display period for a maximum of eleven months including a) monitoring the site periodically for damages or vandalism, b) arranging for and paying full cost of proposed maintenance, and c) notifying DOT of any maintenance that is performed.

REMOVAL & SITE REMEDIATION: The Partner and/or artist will de-install or remove the artwork, and return the site to its original condition (i.e. repair concrete on triangle, repaint a jersey barrier).

DOCUMENTATION: The artist(s) retain sole ownership and copyright of the final artwork, but grants DOT and the Partner the right to a royalty-free, perpetual license to use any depictions for any lawful purpose and all non-commercial use.



SITE GUIDELINES

1. **Size & Safety:** The site must be large enough to accommodate artwork while maintaining its functionality. The artwork cannot hinder pedestrian and vehicular movement or create a public safety hazard.
2. **Jurisdiction:** The site must be owned and maintained by NYC DOT. Possible sites may include DOT owned sidewalks, triangles, medians, plazas, fences, and jersey barriers.
3. **Visibility:** Appropriate locations for temporary public art are extremely visible, as well as accessible to high pedestrian and vehicular volume.
4. **Enhancement:** Sites with unwelcoming physical characteristics in need of aesthetic enhancement, due to limited maintenance and community oversight, may be appropriate for temporary public art.
5. **Destination:** Locations in close proximity to public transportation, as well as other commercial or cultural venues would benefit from the addition of public art by encouraging residents and tourists to visit the destination.
6. **Significance:** The site has social, historical, architectural, geographical, and/or cultural significance which can be highlighted through the addition of a contemporary public art installation.
7. **Approval:** The site has been used in the past for public art or special events by the community setting a precedent for future projects. Sites currently hosting public art will not be considered.



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SELECTION CRITERIA

The following will be considered during the selection process:

Public Safety

- Proposal does not present a safety hazard to the public.

Artistic Merit

- Proposed artwork exhibits high standards of design.
- Artist's work demonstrates proficiency in the proposed medium.
- Artist has participated in team and/or community-based art projects.
- Artist has a successful exhibition history within the public and/or private realm.

Site Suitability

- Artwork is suitable for the site based on size, scale, and form.
- Proposal appropriately interprets the site considering the social, historical, architectural, geographical and/or cultural context of the site.
- Proposal considers the variety of audiences at the site.
- Proposal encourages community involvement during the design, fabrication, or installation phase.

Organizational Capacity

- Organization has experience planning public programs and/or public art events.
- Organization plans to provide staff to monitor and maintain the artwork during the display period.
- Organization can provide funding for all aspects of the project.

Artwork Durability

- Artwork will be made of durable materials to withstand outdoor weather conditions.
- Artwork is carefully planned ensuring sound fabrication & installation.

Contact Information

Emily Colasacco, Director, Urban Art Program
NYC Department of Transportation
Division of Urban Art and Design
212-442-7649 arts@dot.nyc.gov