



SITE 2 SITE APPLICATION

ORGANIZATIONAL CAPACTIY (10 POINTS)

Sponsoring Organization Information

Organization Name: _____

Executive Director: _____ **Phone:** _____

Current address: _____

City: _____ **State:** _____ **Zip Code:** _____

Website: _____ **Fax:** _____ **Email:** _____

Contact Information

Contact Name & Title: _____

Contact address: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone: _____ **Fax:** _____ **Email:** _____

Staff

Number of Full Time Staff: _____ **Number of Part Time Staff:** _____

Number of Staff Dedicated to Public Art/Visual Arts: _____

Staff to be involved in proposed project:

Name	Title	Contact Information

Project Budget

What is the estimated total project budget? \$ _____

How much money is currently secured for this project? \$ _____

Budget:

Artists' Fees \$ _____

Materials \$ _____

Installation \$ _____

Administration \$ _____

Miscellaneous \$ _____

Total \$ _____

Organizational Mission

Briefly describe the mission, history, and principal activities of the organization:

SITE 2 SITE APPLICATION

Experience

Briefly describe two relevant examples of public art projects executed by the organization:

Project/Activity Information (1)

Approach Taken (1)

Results/Accomplishments (1)

Project/Activity Information (2)

Approach Taken (2)

Results/Accomplishments (2)

SITE 2 SITE APPLICATION

SITE SUITABILITY (10 POINTS)

Site Selection

Location of selected site, address & borough

Attach map and photo documentation

Briefly describe the reasons for site selection based on the *Site Guidelines* (see attached):

Project Description

Briefly describe the project for the DOT site:

Attach a site plan, photographs of proposed artwork, and renderings at the site

Community Relationship

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

ARTISTIC MERIT (15 POINTS)

Artwork Information

Artist's Name:

Title of Artwork:

Dated:

Form:

Medium:

Height:

Width:

Depth:

Weight:

Current Ownership:

Current Market Value:

Attach resume and artist statement

Artist Selection

Briefly describe reasons for selection of both artist and artwork:

What affiliation exists between the organization and the artist, if any?

SITE 2 SITE APPLICATION

Exhibition History: Proposed Artwork

Has the artwork been previously installed in a PUBLIC venue? (within past 5 years)

Location (1)	Location (2)

Duration of Installation (1)	Duration of Installation (2)

Partners (1)	Partners (2)

Has the artwork been previously installed in a PRIVATE venue? (within past 5 years)

Location (1)	Location (2)

Duration of Installation (1)	Duration of Installation (2)

Partners (1)	Partners (2)

PUBLIC SAFETY (5 POINTS)

Briefly describe how the proposal has accounted for any possible safety hazards introduced by the art project:

Installation

What is the projected cost for installation? \$ _____

Materials/Equipment necessary for installation:

SITE 2 SITE APPLICATION

Any specific installation concerns or requirements (parking or storage needs)?

ARTWORK DURABILITY (10 POINTS)

QUALITY OF ARTWORK

Any concerns with exhibiting the existing artwork in an outdoor venue?

MAINTENANCE

Briefly describe the organization's plan to maintain the artwork during the display period (what is required to maintain the work):



BACKGROUND

PROGRAM OVERVIEW: NYC DOT will partner with Business Improvement Districts, not-for-profit organizations and for-profit galleries and firms to install temporary public artworks on DOT properties in all five boroughs. Appropriate sites for art interventions 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), Site to Site (existing artworks), and Community Connections (community-based volunteer projects). Artists can not apply independent of an organization.

SITE TO SITE TRACK: DOT-owned sites are opportunities to relocate existing artworks. Organization or organization-artist teams are invited to submit proposals to install existing artworks on self-selected DOT sites on a rolling basis. All organizations must have the right to exhibit the artist's work if not collaborating with an artist. A permit will be granted to the Sponsor to install and maintain an artwork for a maximum of eleven months.

APPLICATION PROCESS: Organization/organization-artist teams are invited to submit applications proposing an existing artwork be installed at a self-selected site. At least two-three alternate sites should be selected and listed on the application. Both not-for-profit and for-profit organizations are welcome to apply.

SELECTION PROCESS: Projects will be selected by DOT and outside advisors based on the *Site Guidelines* and the *Numerical Selection Ranking System*. DOT Commissioner will review and approve all selected projects. All applicants will be notified of the results within one month of submission.

BUDGET: The Sponsor is responsible for funding the project in full.

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

INSTALLATION: The Sponsor and/or the artist(s) are required to install the proposed artwork. External consultants may be hired to install the artwork under close supervision by the Sponsor. Installation tools and materials will not be provided by DOT. DOT will grant the organization a permit for a set installation or fabrication period. On a case by case basis, DOT may arrange for parking in close proximity to the installation site. Appropriate signage, including information about the Sponsor(s), the Artist and DOT will be agreed upon and mounted visibly near artwork.

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

MAINTENANCE: The Sponsor will be responsible for the maintenance of the artwork during a maximum display period 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: Upon de-installation, the artwork will be returned to the artist or Sponsor, and if installed on the property, the site will be remediated to its original state by the Sponsor or DOT on a case by case basis (i.e. repair concrete sidewalk).

DOCUMENTATION: The artist(s) retain sole ownership and copyright of the final artwork, but grant 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.



DOT SITE GUIDELINES

1. **Size:** 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. (See *Site Definitions* for details).
3. **Visibility:** Appropriate locations for temporary public art are extremely visible, as well as accessible to high pedestrian and vehicular volume. The artwork is installed to enhance the passerby's experience, facilitate public interaction on City streets, and improve the quality of life in a public space.
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 artwork.
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.



NUMERICAL SELECTION RANKING SYSTEM

Artistic Merit (15 points)

- (5) Proposed artwork is aesthetically pleasing—exhibiting high standards of design excellence.
- (5) Artist's current work demonstrates proficiency and talent in a given medium and style.
- (5) Artist has a successful exhibition history within the public and/or private realm.

Site Suitability (10 points)

- (5) Artwork is suitable for the site based on size, scale, and form.
- (5) Proposal demonstrates a consideration for the variety of audiences positioned to view the artwork.

Organizational Capacity (10 points)

- (5) Organization plans to provide staff to monitor and maintain the artwork during the display period.
- (5) Organization can contribute total funding to sponsor the project.

Public Safety (5 points)

- (5) Proposal effectively addresses possible safety hazards aligned with installation.

Artwork Durability (10 points)

- (5) Artwork is made of durable materials to withstand outdoor weather conditions.
- (5) Artwork is carefully planned structurally ensuring sound installation in a timely manner.

TOTAL POINTS (50 points)

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