

MuncieArts/City of Muncie Public Art Program

2022-2024 Prequalified Artist Pool

Request for Qualifications

Application Deadline: Rolling through December 2023; Early Application Encouraged

Applications will be reviewed on a rolling basis. Qualified and complete applications will be added to the Prequalified Artist Pool.

Summary: The Artist Pool will be used to generate short lists for public art projects in the City of Muncie between December 2022 and December 2024. Artists will be contacted by the Muncie Public Art Committee or ARP Special Project Committee if their application is shortlisted for a project. At that time, the artist can decide if they want to be considered for the project, and they will receive the project specifications for Design Proposals. Design Proposals may be requested from multiple shortlisted artists and do not guarantee final selection for the project. All Design Proposals will be requisitioned for a pre-determined rate no less than \$500 and no more than \$2000, depending on project size and scope. Design Proposals will be vetted by the requisitioning committee, public, and/or special committee. The final artist selection will be made, and shortlisted artists will be notified of the final decision. Final projects will have a budget range of \$5,000 to \$150,000+ depending on the project.

Call for Artists:

MuncieArts and the City of Muncie invites artists and artist teams working in the public realm in a variety of 2D and 3D visual media and artistic approaches at all stages of their artistic career to submit qualifications for inclusion in a Prequalified Artist Pool for upcoming public art opportunities. A list of visual artistic disciplines may include but not be limited to painting, sculpture, mural, mosaic, illustration, photography, drawing, printmaking, graphic design, new media and digital art, decorative arts (ceramic, pottery, jewelry, glass), architecturally integrated installations, social practice-based art, environmental and earth art. A list of eligible artists selected for the Prequalified Artist Pool will be used by the MuncieArts staff and committees to recommend appropriate applicants for a range of permanent and temporary public art opportunities.

All public art opportunities are **required** to have an artist-led community engagement component during the project development stage. Artists invited to be part of the Prequalified Pool will be selected based on the relevance of their previous experience, demonstrated artistic practice, and commitment to public engagement, equity, and access.

PLEASE NOTE: Inclusion in the Prequalified Artist Pool does not guarantee selection for any projects. The MuncieArts staff reserves the right to launch separate calls for artists for individual projects and special initiatives.

ELIGIBILITY

The call is open to all practicing artists, artist teams, and visual art professionals at least 18 years of age who reside in the United States and territories, as well as international artists with legal authorization to work in the United States. Artists residing in the state of Indiana are strongly encouraged to apply. The selected artists/artist teams must also have a demonstrated commitment to working with and for the benefit of the public.

PREQUALIFIED POOL OPTIONS

Please apply to the **Prequalified Artist Pool** that most accurately fits your work. There are separate pools for 2D and 3D Artworks, though projects will vary and all artists will be considered for all projects that are applicable. If you apply to the wrong category, don't worry! We will just move your application to where it fits best.

2D Category: If your work is two-dimensional or most often viewed/installed on a wall or surface, please apply to the 2D category, even if there are 3D elements that come off of the wall. This includes murals, mosaics, installations, and other formats that can be printed on banners or vinyl. This also includes 4D work that is projected or viewed on a surface.

3D Category: If your work is three-dimensional and most often viewed in the round, please apply to the 3D category. This can include work that is installed on vertical surfaces, pedestals, ground, or uses both 2D and 3D elements together in an installation that takes up three-dimensional space. This also includes 4D installations that utilize or require three-dimensional space.

SELECTION PROCESS AND CRITERIA

The applications will first be pre-screened by the **MuncieArts Staff, Muncie Public Art Committee** or **ARP Special Project Committee** for the minimum eligibility criteria listed below:

- Complete application submitted prior to the application deadline.
- Artistic merit and professional qualifications demonstrated in a dynamic portfolio of past work that includes community-based projects, social practice, arts education, public art, and/ or design.
- A commitment to equity and access demonstrated through past work, leadership, and community practice.

All artists approved for inclusion in the Prequalified Artist Pool will be notified by the MuncieArts staff in writing via the email address provided with the application. Eligible applicants will be reviewed and selected for any appropriate public art opportunities in municipal and private development as they arise in 2022-2024.

Artists will be contacted if selected for a project shortlist to confirm their interest and availability for a particular commission opportunity. The project selection panels may include but not limited to City staff, visual arts and public art professionals, appropriate project members, and community stakeholders.

Due to the rolling deadline for application to this Prequalified Artist Pool, artists must maintain a valid email address for communication with MuncieArts throughout the potential project period (2022-2024). Artists may be notified of opportunities at any time during this period. Artists assume the responsibility to respond in a timely manner to requests for proposals extended by MuncieArts, even if they are not interested in submitting a proposal. Failure to respond will cause the artist to be removed from the Prequalified Artist Pool for future opportunities.

BUDGET

The project budgets are all inclusive, including but not limited to artist fees, fees associated with design and renderings, consultants, fabrication, storage, transportation, installation, and insurance provisions. Public art budgets vary depending on the individual opportunity and may range from \$5,000 to \$150,000+.

APPLICATION REQUIREMENT AND SUBMISSION

This request for qualifications will be open for applications on a rolling basis through December 2023. Prequalified artists that are selected to submit proposals for specific projects will receive additional information, RFP documentation, and deadlines related to that project.

Applications are submitted via a webform available on the MuncieArts website at:

www.munciearts.org/rfq

All other information related to upcoming RFQ will be posted on the website. Please read all instructions before submitting an application to a Prequalified Artist Pool. Applicants may also contact MuncieArts staff for technical assistance at publicart@munciearts.org. Applications cannot be edited after submission. If the artist or artist team has significant changes to their application (changes in team membership, significant project updates, availability updates) or a change in contact information before December 2024, they should contact publicart@munciearts.org for assistance.

PLEASE NOTE: Artist opportunities will continue to become available through 2024. We highly encourage applicants to submit their applications as soon as possible to be considered for all opportunities.

APPLICATION MATERIALS

All applications should include the following:

1. **Name of Artist or Artist Team** with current contact information, mailing address and a stable email address.
2. **Website and Social Media Handles**
3. **Artist / Artist Team Biography** (2000 characters max)
4. **Artist Statement of Interest** (5000 characters max) that includes information about artist practice; roles of team members, if a collaborative team; media, format, or technique used; preferred materials or brands (if applicable); availability; typical project duration or

timeline; accessibility requirements; or any other information about your work or practice that you would like us to know.

5. **Community Engagement Statement** (5000 characters max) that includes information about how your work will engage with the community before, during, and after installation. Give examples of specific ways you have worked with communities in the past. Is there a specific process for outreach or engagement that you prefer or have experience in? What is your philosophy for community engagement?
6. **Project Budget Preference:** Please indicate if you have a budget threshold for projects. If your projects cannot be completed for less than a particular budget amount, please let us know.
7. **Current Professional Resume or CV**, including public and private art commission, exhibition and publication history (team resume if applying as a team), and contact information. If contact information on the Resume/CV differs from the contact information provided in the webform application, we will use the webform contact information.
8. **1 PDF Document including 10-15 Images** of previous work including completed projects and most recent commissions, with an emphasis on community-based projects, by the artist or the artist team's lead artist(s). Please submit only successfully completed projects or works. Do not submit proposals for works that were not achieved. Digital images must be presented in color, sharp and viewable dimensions (72-100 ppi, 10 MB maximum size for pdf upload).
PDF should also include **Annotated Image Descriptions** including title, date, location, medium/materials, art budget, and a brief description. For team applications, please indicate the lead artist for each project or artwork.
9. **Up to 3 Video links (optional)**, edited to no more than two (2) minutes in length, may also be submitted with the portfolio.
10. **Professional References (optional)**
11. **Additional Information** may be requested for specific project pools. Please see the Application Form for the complete list of required or requested items.

CONTACT

You will receive a verification that your application has been received. If your application is reviewed and added to a shortlist, you will receive a second notification. This might be months after your submission. Please be sure to add publicart@munciearts.org to your contacts and check your spam folder.

Reach out to the MuncieArts staff via email: publicart@munciearts.org if you require any additional information about the Prequalified Artist Pool or would like any assistance with your application. We are happy to help!

ABOUT THE MUNCIE PUBLIC ART PROGRAM:

The Muncie Public Art Program recognizes the need for the selecting and siting of public art to act as an innovative, equitable, and adaptive collaboration among the City, the citizenry, and MuncieArts in order to foster a climate of welcoming spaces in neighborhoods, civic buildings, plazas, transportation corridors, parks, and other locations that are accessible to the public.

MuncieArts is responsible for planning and commissioning all artwork installed as part of ARP Public Art Project budget, which is a one-time allocation of ARP Funds from the City of Muncie by means of Section 9901 of the American Rescue Act of 2021. This new, community-centric public art collection will enrich the lives of local citizens and visitors by addressing the negative impacts from the Covid-19 pandemic on mental health and the local economy.

MuncieArts is the designated Arts Partner for the City of Muncie. As Arts Partner, MuncieArts will oversee the public art application and implementation process to ensure best practices are used in the creation of high-quality public art that promotes the City's cultural image, enhances the everyday experience of citizens, and assures equitable access to public artworks that exemplify the characteristics of the people of Muncie.

Learn more at [MuncieArts.org](https://munciearts.org)

Apply now at [MuncieArts.org/RFQ](https://munciearts.org/RFQ)