



# ARTIST CALL FOR APPLICATIONS

## Boise City Seeks to Purchase Artwork for the Boise Visual Chronicle (BVC) and Portable Works (PW) Collections

**DEADLINE:** July 26<sup>th</sup>, 2019 at 3pm Mountain Standard Time

**TOTAL BUDGET:** \$24,999

### OPPORTUNITY

In 2017, the Arts & History Commission endorsed a statement on cultural equity. In recognition of the initiative, the Department of Arts & History will strive to accession works into the collections which serve to reflect the rich and diverse past, present, and future of the Boise community.

“To support a full creative life for all, Americans for the Arts commits to championing policies and practices of cultural equity that empower a just, inclusive, and equitable nation.” Cultural equity embodies the values, policies, and practices that ensure that all people—including, but not limited to, those who have been historically underrepresented based on race or ethnicity, age, disability, sexual orientation, gender, gender identity, socioeconomic status, geography, citizenship status, or religion—are represented. Cultural equity is critical to the long-term viability of the arts sector. The prominent presence of artists challenges inequities and encourages alternatives.

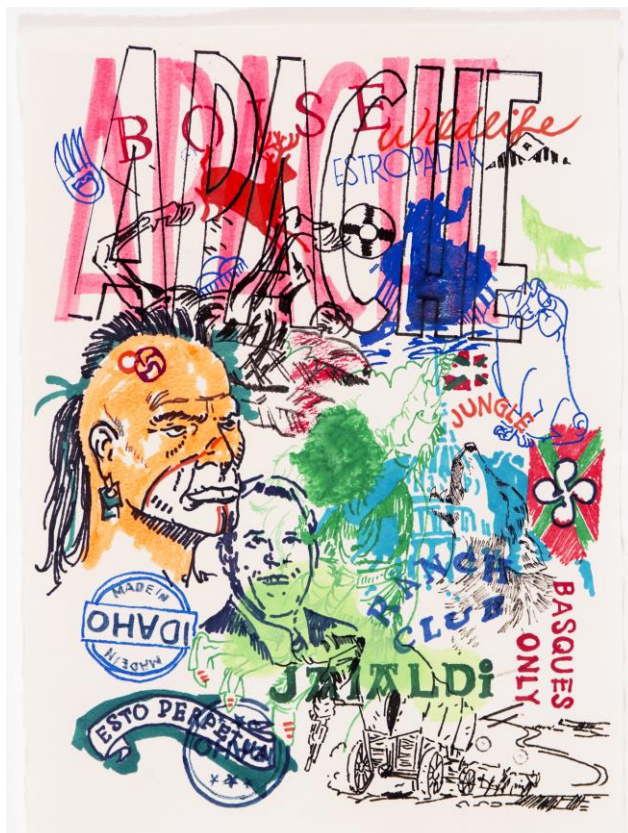
Boise City invites artists to apply for the opportunity to have artwork purchased and accessioned into the City of Boise’s Public Art Collection. Artists are invited to apply with existing artwork that is unframed and currently available for purchase.



*Azteca Market by Allison Corona, Boise Visual Chronical*

### PROJECT INFORMATION

The Boise Visual Chronical collection was first initiated in 1996 through funding provided by the Greater Boise Auditorium District and Capitol City Development Corporation. The focus was on collecting works which depict



Apache by Judas Aarrieta, Portable Works

various aspects of life and culture within Boise. Since the program’s initiation, small changes have been made to the collection practice, such as the creation of the Portable Works collection in 2016, to more accurately reflect and document the broad array of artistic practices within Boise, ID.

**The Boise Visual Chronical (BVC)** collection is a permanent, city-owned collection of over 200 two-dimensional and three-dimensional works which include paintings, drawings, prints, photography, and sculpture. The work within this collection depicts various perspectives of life in Boise, all by numerous and diverse Idaho artists. The collection provides a rich visual document of Boise’s changing landscape, people and perspectives. In addition, it is a unique portrait of the artistic vitality and evolving perceptions of the artists in the region.

**The Portable Works** collection consists of a majority of local artists with a small representation of regional, national, and

international artists. This collection represents a concentrated directive of investing in Fine Artists through the purchase of their work. However, unlike the BVC, the Portable Works Collection has evolved the City’s repertoire to include more contemporary work with a broader thematic approach. The first dedicated Percent for Art acquisition for the Portable Works Collection was made in 2017.

### ANTICIPATED PROJECT TIMELINE

Description	Date
Call to Artist Released	June 2019
Application Workshop – <i>optional</i>	July 10 <sup>th</sup> , 2019 at 2:00 pm Local Time at Boise City Hall, 3 <sup>rd</sup> floor, 150 N. Capitol Blvd.
Application Workshop - <i>optional</i>	July 10 <sup>th</sup> , 2019 at 5:30 pm Local Time at Boise City Hall, 3 <sup>rd</sup> floor, 150 N. Capitol Blvd.
Questions / Clarifications due via email by	July 24 <sup>th</sup> , 2019 at 12:00 pm Local Time

Applications due	July 26 <sup>th</sup> , 2019 at 1:00 pm Local Time
Artists Selected	August 2019 – September 2019
Delivery of Artwork to City	September 2019

## APPLICATION PROCESS

Optional Application Workshops will be held July 10<sup>th</sup>, 2019 at 2:00 PM local time located in the Boise City Council Chambers at 150 N Capitol Blvd, 3rd floor, Boise, Idaho 83702. The second workshop will be held July 10<sup>th</sup>, 2019 at 5:30 PM local time in the Boise City Council Chambers located at 150 N Capitol Blvd, 3rd floor, Boise, Idaho 83702. At the Workshop, staff will review the application process, provide feedback regarding how to put together a portfolio, discuss the process for artwork delivery (for those artists selected), and answer any questions applicants may have. In addition, individual or group appointments may be made to discuss the application process on a case-by-case basis. These are the only opportunities to speak directly with Arts & History staff. Inquiries at any other time must be submitted in writing to Catina Crum at [cecrum@cityofboise.org](mailto:cecrum@cityofboise.org).

In determining the best qualified applicants, City of Boise will consider all acceptable applications on a basis consistent with this Request for Proposal (RFP). The Evaluation Panel will rank applications directly from the evaluation process and basis of qualifications identified in this document. Once the final ranking is complete, the City of Boise will contact the highest ranked Artists to offer them a purchase agreement.

The City of Boise reserves the right to reject any and all applications, to waive any irregularities in the applications received and to accept the applications that are in the best interest of the City.

Boise City is an Equal Opportunity Employer. The City of Boise is exempt from Federal and State taxes and will execute the required exemption certificates.

Boise City Department of Arts and History does not discriminate in its programs and activities on the basis of race, religion, national origin, sex, age, sexual orientation, gender identity and/or disability.

We encourage persons with disabilities and those who require language assistance to participate in its programs and activities. If you anticipate needing an accommodation, please contact Jennifer Yribar, 208-608-751 or email [jyribar@cityofboise.org](mailto:jyribar@cityofboise.org), as soon as possible, but no later than 72 hours before the application is due. To request assistance, you may also dial TTY 1-800-377-3529.

**Questions?** Please submit to: Catina Crum, [cecrum@cityofboise.org](mailto:cecrum@cityofboise.org).



## APPLICATION INSTRUCTIONS AND INFORMATION

**Via mail or hand-delivery.** The submission package or envelope **SHOULD BE SEALED** and **PLAINLY MARKED** with the following:

Boise City Department of Arts & History  
150 N. Capitol Blvd.,  
Boise, ID 83702  
BVC & PW Call

### OR

Via E-mail to [publicartsapps@cityofboise.org](mailto:publicartsapps@cityofboise.org). The subject line MUST READ: BVC & PW Call

**ALL APPLICATIONS MUST BE SIGNED.** Applications that are not signed will be disqualified and considered non-responsive.

All materials and documents submitted become the property of the City and will not be returned.

**Questions?** Please submit to: Catina Crum, [cecrum@cityofboise.org](mailto:cecrum@cityofboise.org) no later than

**Tuesday, July 24<sup>th</sup>, 2019 at 12:00 pm.**

## EVALUATION PROCESS

Applications shall be submitted in a format that allows uniform review and easy access to information by the Evaluation Panel, which is made up of funding stakeholders, an Arts & History Commissioner, and other artists. The Applications are to be clear and concise. Emerging artists are encouraged to apply. The Application package shall contain the following information:

**1. Application Form (Pass/Fail)**

Fill out / sign the **Application Form/Signature Page** and submit as your first document.

**2. Letter of Interest (Pass/Fail)**

Include a letter, not more than a page, addressing why you're interested in this opportunity and your related experience or qualifications. Describe what your artwork would add to the Boise Visual Chronicle or Portable Works Collection and why it should be seriously considered.

**3. Artist Resume (Pass/Fail)**

Include a resume and / or brief summary of the Artist or Artist Team's qualifications.

**4. JPEG Images\* (100 pts.)**

**\*Images are to be in JPEG Format, 300 dpi, not larger than 10" on the longest side.**

Provide up to ten images of your existing work that is **unframed and currently available for purchase** as separate files in JPEG format attachments in the application email, or on a Thumb Drive. Each JPEG may include only one image of a single work. Applications with more than 10 images or artwork examples will be disqualified.

**5. Image List (Pass/Fail)**

Please use the provided form to list the information for the submitted images: title, type of work (painting, sculpture, installation, etc), material(s), size, date and any comments.



# APPLICATION FORM

Name: \_\_\_\_\_

Artistic Medium(s): \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

You must sign and date this form or you will be disqualified!

The above signed acknowledges the rights reserved by the City to accept or reject any or all Proposals as may appear to be in the best interest of the City and to bind themselves, on the acceptance of this Application, to enter into and execute a contract, of which the scope of work, fee structure, and terms & conditions will be negotiated.

- 1. INCLUDE/ATTACH LETTER OF INTEREST
- 2. INCLUDE/ATTACH RESUME

Please let us know how you found out about this opportunity:

\_\_\_\_\_

Would you like to receive direct email about other Call for Entries from the Boise City Department of Arts & History? \_\_\_\_\_



## IMAGE LIST FOR UP TO TEN IMAGES

Picture #1	Title:
Dimensions (H x D x D)	
Type of work	
Materials Used	
Date Finished	
Purchase Price	
Additional Information or Comments	

Picture #2	Title:
Dimensions (H x D x D)	
Type of work	
Materials Used	
Date Finished	
Purchase Price	
Additional Information or Comments	



Picture #3	Title:
Dimensions (H x D x D)	
Type of work	
Materials Used	
Date Finished	
Purchase Price	
Additional Information or Comments	

Picture #4	Title:
Dimensions (H x D x D)	
Type of work	
Materials Used	
Date Finished	
Purchase Price	
Additional Information or Comments	



Picture #5	Title:
Dimensions (H x D x D)	
Type of work	
Materials Used	
Date Finished	
Purchase Price	
Additional Information or Comments	

Picture #6	Title:
Dimensions (H x D x D)	
Type of work	
Materials Used	
Date Finished	
Purchase Price	
Additional Information or Comments	





Picture #7	Title:
Dimensions (H x D x D)	
Type of work	
Materials Used	
Date Finished	
Purchase Price	
Additional Information or Comments	

Picture #8	Title:
Dimensions (H x D x D)	
Type of work	
Materials Used	
Date Finished	
Purchase Price	
Additional Information or Comments	



Picture #9	Title:
Dimensions (H x D x D)	
Type of work	
Materials Used	
Date Finished	
Purchase Price	
Additional Information or Comments	

Picture #10	Title:
Dimensions (H x D x D)	
Type of work	
Materials Used	
Date Finished	
Purchase Price	
Additional Information or Comments	



## APPLICATION CHECKLIST

**1. Application Form/Signature Page (Pass/ Fail)**

Yes\_\_No\_\_

Please fill out the Application Form/Signature Page and submit it as your first document.

**2. Letter of Interest/Ability to Provide (Pass/ Fail)**

Yes\_\_No\_\_

Include a one-page letter addressing why you are interested in this opportunity and your related experience or qualifications.

**3. Resume/Prior Experience (Pass/ Fail)**

Yes\_\_No\_\_

Include a resume and/or brief summary of the Artist's qualifications and/or past experience.

**4. JPEG Images\* (100 Points)**

Yes\_\_No\_\_

**\*Images are to be in JPEG Format, 300 dpi, not larger than 10" on the longest side.**

Provide up to ten images of your existing work that is **unframed and currently available for purchase** as separate files in JPEG format attachments in the application email, or on a Thumb Drive. Each JPEG may include only one image of a single work. Applications with more than 10 images or artwork examples will be disqualified.

**5. Image List (Pass/ Fail)**

Yes\_\_No\_\_

Please use the provided form to list the information for the submitted images.

