



CITY OF EUREKA SPRINGS, ARKANSAS/EUREKA SPRINGS ARTS COUNCIL: APPLICATION FOR PUBLIC ART 2021



APPLICATION FOR 2021 PUBLIC ART INSTALLATION

Seeking applications for installations between July – October 15, 2021

The City of Eureka Springs and the Eureka Springs Arts Council recognizes the role of public art and art related events in contributing to the life of the City, the enjoyment of its visitors and the well-being of its citizens. The mission is to produce unique art events throughout the year for residents and visitors, promoting our history as the authentic art village in Arkansas. The Eureka Springs Arts Council (ESAC) is the umbrella organization for Art Guidelines, with final approval only by the CAPC, Mayor and/or City Council. The guidelines are intended to inform applicants of the process. A proposal to display a work of art temporarily on City owned property during an event must be approved by ESAC and the City. A proposal to display a work of art permanently on City owned property must be approved by ESAC and the City Council. An applicant must adhere to the application and process as designated in the **"Guidelines for Public Art"** document attached to this application, available online at www.eurekaspringsartwall.com, and from the Mayor's Office at City Hall. The City and ESAC have the authority to approve applications, approve applications subject to conditions, and to reject applications. A permit will be issued by ESAC and/or the City following approval of an application.

Eligibility: Award minimum of \$1,500 and maximum of \$2,500.

The appropriateness of subject matter and quality of workmanship are of utmost importance. Works will only be approved if they are suitable for display or presentation to the general public and for the particular site, respectful of its natural environment, safe and are no maintenance. Work must not have any sharp edges or anything deemed unsafe for children and the public at large. Works shall not be displayed or presented for commercial purposes. Credit for art event may be recognized on approved signage, physical or electronic promotional and collateral materials only.

Artists must demonstrate capacity to plan, execute, install, produce and remove and/or strike proposed event and art. Detail budget must be included with application. **DEADLINE FOR 2021: 1) July 1, 2021; 2) absolute latest deadline: JULY 15, 2021.**

TITLE OF WORK				
ARTIST INFORMATION	NAME: ADDRESS: PHONE: CELL: EMAIL:			
CHECK ONE	<input type="checkbox"/> PERMANENT INSTALLATION <input type="checkbox"/> TEMPORARY INSTALLATION			
BRIEF DESCRIPTION OF EVENT AND DATE REQUESTED FOR EVENT	DATE: <input type="text"/> Amount Requested: <input type="text"/>			
SITE PLAN	The City of Eureka Spring is seeking permanent public art works for the following sites: <input type="checkbox"/> HARMON PARK ART TRAIL <input type="checkbox"/> STAIRWAY (BY NEW DEHLI)			
DESCRIBE ANY SITE DISTURBANCE	Artists should consult with Art Council on site guidelines.			
ART DISCIPLINES Check all that apply	Visual Art 2D 3D Interactive	Music <input type="checkbox"/> Film <input type="checkbox"/> Digital <input type="checkbox"/>		
PROPOSED AUDIENCE Check all that apply with the primary audience marked as #1	Adults under 35 <input type="radio"/>	Youth Under 12 <input type="checkbox"/> 12-17 <input type="checkbox"/>	Adults over 35 <input type="radio"/>	Ethnic <input type="radio"/>



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TECHNICAL REQUIREMENTS Lighting, sound or technical needs associated with the project and how they will be procured. Impact, if any, project will have on pedestrian or vehicular traffic. (Any projects using sound must follow the city ordinances regarding volume. Please submit a recording for review with the application.) Additional city licenses may be required.	Lighting	Sound	Technical Needs	Other
MAINTENANCE & SAFETY (Brief description of maintenance requirements. Public health, safety, and welfare liability issues, i.e., toxic materials, sharp edges, structural stability, security issues, and obstruction of sight lines or issues related to pedestrian and vehicular traffic)				
SCHEDULE	Start	Timeline	Duration:	Removal timeline (temporary only)
RESPONSIBLE PARTIES (Name, phone and email)	Planning/Producing	On-site Event Manager	Maintenance & Security	Strike/Removal
BUDGET	Please attach a detailed budget of all planned expenses to produce entire event.			



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FIRST DEADLINE: JULY 1, 2021

FINAL DEADLINE: JULY 15, 2021

EMAIL APPLICATION, BUDGET AND ANY OTHER ADDITION SKETCHES/INFORMATION TO:

artscouncileureka@gmail.com

Questions: Sandy Martin, 479-244-6636

FOR INTERNAL USE ONLY

DATE RECEIVED:	COMMENTS	PERMIT
DATE REVIEWED:		PERMIT DATES:
APPROVED:		PERMIT RESTRICTIONS (if any) Applicable insurance if deemed necessary by CAPC for The Auditorium.
APPROVED BY:		APPROVAL BY CAPC: APPROVAL BY ARTS COUNCIL: APPROVAL BY MAYOR, IF APPLICABLE:
DATE:		

NOTICE: SOME **MAJOR** ART PROJECTS MAY NEED TO BE REVIEWED FOR CONSIDERATION OF THE FOLLOWING:

Proof of Insurance & Endorsement Page

Proof of liability insurance and an endorsement page naming the City of Eureka Springs as an additional insured with general liability coverage of at least \$400,000 for bodily injury or death may be required.

Security Deposit

A security deposit may be required and must be submitted in cash, check, or by credit card to the City. The amount of the deposit will be based on the estimated cost to remove the installation and restore the site. Typical security deposits will range from \$100 to \$500 depending upon site and art. The security deposit will be retained until the artwork is removed, site restoration has been approved, and all required documentation has been submitted. In case it becomes necessary for the City to remove the artwork and/or restore the site, the City's costs will be deducted from the security deposit.



2021 PUBLIC ART PROJECT LOCATIONS

Applications open and available for download from: EurekaSpringsArtWall.com



For more information about the public art projects contact:
Sandy Martin at artscouncileureka@gmail.com or 479.244.6636



CITY OF EUREKA SPRINGS, ARKANSAS/EUREKA SPRINGS ARTS COUNCIL:

Guidelines for Public Art Installation(s)

The City of Eureka Springs and the Eureka Springs Arts Council recognizes the role of public art in contributing to the life of the City, the enjoyment of its visitors and the well-being of its citizens. The mission is to increase public awareness and appreciation of visual arts and local artists by providing a setting for exhibition and education. Temporary public art adds to the range and impact of public art, providing a changing array of outdoor installations all year around. The Eureka Springs Arts Council (ESAC) is the umbrella organization for the Public Art Guidelines, with final approval only by the Mayor and/or City Council. The guidelines are intended to inform applicants of the process. A proposal to display a work of art temporarily or permanently on City owned property must be approved by ESAC, the Mayor and City Council. An applicant must adhere to the following guidelines. The City and ESAC have the authority to approve applications, approve applications subject to conditions, and to reject applications. An installation permit will be issued by ESAC following approval of an application.

Eligibility

For the purpose of these guidelines temporary public art is defined as physical structures or combinations of material that may be installed for a minimum of one week and a maximum of one year, and that can be removed without damage to the existing site. A request for an extension of up to one additional year may be considered, although a request for extension may not be considered at certain sites.

Permanent public art is defined as physical structures or combinations of material that is permanently installed on either private or public property. If installation is on private property, the artist and the property owner must work out a written agreement on all details including, but not limited to, installation, liability, insurance, maintenance, removal parameters, any costs associated with the art work, installation, removal, maintenance and insurance. If installation is on public property, and it is approved by the City and ESAC, neither the City nor ESAC will be held responsible for or pay for maintenance, installation/removal, insurance, liability or any other cost or incumbrance associated with the art work and/or installation/removal. Any public art proposed to the City/ESAC intended for installation on public property must be made of maintenance-free materials and scrutinized for public safety.

The appropriateness of subject matter and quality of workmanship are of utmost importance. Works will only be approved if they are suitable for display to the general public and for the particular site, respectful of its natural environment. Works shall not be displayed for commercial purposes and shall not be advertised for sale while on public display. Credit for sponsorship of the art installment may be recognized on approved signage.

Artists must demonstrate capacity to execute, install, maintain and remove proposed pieces.

Site Selection

The City of Eureka Springs' public spaces include historic landscapes, pocket parks, open spaces, parking lots and trails which vary in dimensions, natural elements, and historic character. If installed on public property, the placement of public art should respect and enhance the organic character of the site and must not result in either physical or aesthetic damage to the landscape. The city may select sites or call for proposals. In proposing sites for public art, applicants should consider the following:



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- Placement should be in a public space with public safety being the top priority (location & artwork);
- If more than one site is appropriate for a particular installation, it should be identified in the application;
- Final approval of an installation is contingent upon the appropriateness of the proposed site, including adequate visibility;
- Artwork shall not interfere with active use of open space by the public or cause any safety issues;
- Cemeteries will not be considered as sites for temporary art installations; and
- Certain sites may be subject to additional restrictions as determined by ESAC and the City.
- Incomplete applications will not be accepted.
- Approval/denial notification will be sent to the email address provided on the application.
- Placement must be located where artist can easily maintain and repair the artwork.

Contractual Agreement

The contractual agreement will be emailed to applicant with notification of approval.

Proof of Insurance & Endorsement Page

Proof of liability insurance and an endorsement page naming the City of Eureka Springs as an additional insured with general liability coverage of at least \$400,000 for bodily injury or death may be required.

Security Deposit

A security deposit may be required and must be submitted in cash, check, or by credit card to the City. The amount of the deposit will be based on the estimated cost to remove the installation and restore the site. Typical security deposits will range from \$100 to \$500 depending upon site and art. The security deposit will be retained until the artwork is removed, site restoration has been approved, and all required documentation has been submitted. In case it becomes necessary for the City to remove the artwork and/or restore the site, the City's costs will be deducted from the security deposit. *

Installation, Maintenance, & Removal Process

1. Installation may begin upon receipt of the installation permit.
2. The artwork shall be installed in accordance with the approved timeline.
3. Artwork to be installed near trees shall be subject to approval by the City Parks & Recreation.
4. Digging holes or drilling is not permitted on hardscapes; digging on softscapes, and driving vehicles on grass or unauthorized areas, requires prior approval from City.
5. Artist or artist's approved designee, or private property owner, must maintain the artwork in the condition originally approved at their own expense. The artist or approved designee must monitor the installation and take action to amend or remove the artwork if necessary within specified time frames.
6. Artist must provide required documentation to ESAC within 30 days of removal and site restoration.

Signage

Only official temporary public art signage is allowed on or near the artwork. Signage shall include the name of the artist, title of work, construction materials, and period of installation. A list of project sponsors and an optional summary description of the artwork may also be included. No commercial



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content or sales information may be included. A QR code, web link, or similar information for contacting the artist may be permitted.

Required Maintenance & Unanticipated Repair or Removal

Periodic inspections by the artist or the artist's designee are expected. Damage to the site or the artwork, including vandalism and graffiti, must be repaired or removed within 72 hours following notification by the City. If an installation becomes a safety hazard, it must be repaired, removed, or stabilized as soon as possible, but no more than 48 hours following notification by the City. If repairs are not made within the required time frames, the artist will be advised that the City will take appropriate action to repair and/or restore the site, and any costs incurred will be deducted from the security deposit. The City reserves the right to remove the artwork and will not be held financially responsible for site restoration or any damage to the artwork.

Scheduled Removal & Site Restoration

A timeline for installation, removal, and site restoration must be submitted with each application. Artwork removal and site restoration must take no more than 5 days to complete. The liability insurance, if required, of \$400,000 must cover the period from artwork installation to site restoration. If the approved timeline is not adhered to, the City may carry out all unperformed actions. The artist will be informed if the City decides to take such action, and all associated costs will be deducted from the security deposit. If artwork is intended for temporary installation and is later moved by artist to a different location after temporary art permit date, the artist and the intended owner of the property where the artwork is to be moved accept all responsibility for the artwork and for any subsequent arrangements for installation, maintenance and repair. At that point, any agreement between the artist and the City/ESAC is terminated.

Artwork Documentation

The artist must provide final documentation of the project to ESAC within 30 days of site restoration demonstrating adequate site restoration. The final project documentation may be used by the City and ESAC to promote art in public spaces, and to refine the temporary public art procedures process. The ESAC shall have the right to use and reproduce the final project documentation material.

Final Project Documentation shall include:

- Two or more digital images of the condition of the site prior to installation;
- Two or more digital images of the installation process;
- At least five images of the artwork while on display;
- At least five images of the site after completion of site restoration;
- Written feedback pertaining to this project, i.e. impact of your piece, public feedback, suggestions for improvement of temporary public art process, etc. (suggested length: 250 words)

Application

The application form is available online from the Eureka Springs Arts Council, and must include:

- Title of Work



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- Artist Information
- Summary - Physical description of artwork including dimensions, materials used in construction and installation. Description of site location and plan for any site disturbance during installation.
- Technical Requirements - Lighting, sound or technical needs associated with the project and how they will be procured. Impact, if any, project will have on pedestrian or vehicular traffic. (Any projects using sound must follow the city ordinances regarding volume. Please submit a recording for review with the application.) Additional city licenses may be required.
- Maintenance and Safety - Brief description of maintenance requirements. Public health, safety, and welfare liability issues, i.e., toxic materials, sharp edges, structural stability, security issues, and obstruction of sight lines or issues related to pedestrian and vehicular traffic.
- Schedule – Timeline of installation, duration, and removal. Names and contact information for artist and parties responsible for installation, maintenance, security and removal of artwork.
- Attachments: Resume, 10 images and slide list, structural sketches, animation, or maquettes of proposed piece on site, optional expanded summary (no more than one page).

Application available from the Eureka Springs Arts Council. Email application in Microsoft Word Document (word.doc or .docx) form to the following address: artscouncileureka@gmail.com