

COMMUNITY PUBLIC ART GUIDELINES

Deadline: see [community public art program](#) webpage

The City of Maple Ridge through the Public Art Steering Committee provides seed grant funding for community organizations/groups to support projects that engage artists with residents in a creative collaboration that is publicly accessible and leaves a lasting experience or legacy for the general public. The Steering Committee sets aside a maximum of \$5,000 annually as seed funding to encourage this type of community engagement. The funding is subject to the Council budget approval process. A group may apply for a maximum of \$1,500 per project.

The objectives of the Community Public Art Program are:

- To nurture a collaborative process between practicing artists and the community;
- To encourage the creation of publicly accessible artwork, permanent or temporary that has artistic merit and community benefit;
- To foster community pride, identity and cohesion through a collaborative artistic endeavor;
- To provide small scale opportunities for artists to gain experience in the field of public art;
- To increase the community's understanding of public art through small scale locally based projects;
- To reflect the diversity, needs and ambitions of the larger community.

It is as much about process as it is about the artistic product or outcome. Through the creative process the community can creatively express its needs and aspirations.

Community Participation:

In an artist led workshop format, participants are asked to share their individual experiences, knowledge and/or hands-on creativity as it relates to the selected project theme. This can happen in a number of different ways such as: sharing of memories & experiences; collaborative designing; hands-on art making; guided group installation; project displays; artist residencies. The community and the artist are responsible for delivering the workshop outcomes into a cohesive final product that will serve as a source of pride for those involved in the projects and local residents. Generally, the final product can be a temporary, semi-permanent or permanent installation.

Selecting an artist:

The applicant may choose to pre-select an artist to work with, or may request the assistance of the Arts & Community Connections Manager to assist with the process of locating and selecting an appropriate artist for the project. Preference will be given to a local artist but it is not mandatory.

WHO CAN APPLY?

Community organizations/groups that operate within Maple Ridge are eligible to apply for a Community Public Art Grant which includes but are not limited to: Non-profit Arts Groups, Community Service Groups, Community Associations, Parent Advisory Councils, Multi-Cultural Societies, Community Centre's, Historic Societies, unincorporated groups etc. Partnerships are also encouraged and welcomed with business, individual artists etc.

WHAT TYPE OF PROJECTS ARE ELIGIBLE?

Community public art projects can be interior or exterior works, temporary, semi permanent or permanent. Interior works must be in public buildings and sited in an area open to the public on a regular basis. The works can include, but are not limited to murals; mosaics, community garden and festivals enhancements; temporary interventions, digital projections, functional art such as benches or bike racks; streetscape improvements such as sidewalks or plazas; and place markers. A wide variety of mediums and artistic disciplines will be considered, including mixed media, performance art, digital media etc. The applicant is responsible for getting approvals and permits for the work's location and/or presentation. Temporary projects must be documented in a format that can be shared in a public setting and retained as a publicly accessible permanent record (eg. website and social media).

Many communities in BC, across Canada and North America offer community public art programs. Some good examples of projects include:

<http://candychang.com/>
<http://littlefreelibrary.org/>
<http://www.headlinestheatre.com/>

Eligible Uses for community public art funding includes:

- Artist/technician/designer fees (may include fee/hour plus expenses) for the fabrication and/or installation of the project;
- Materials and supplies (consumables such as paint, canvas, glue etc);
- Costs of setting up a safe venue for art production (insurance, tents, rental fees, permits);
- Documentation (videographer, photographer, editing, printing);
- Coordination/project management (someone to help with logistics and publicity);
- Volunteers and participants (food, beverage, thank you event).

Non-Eligible Uses: Capital improvements not directly related to the project, purchases of permanent equipment, or any ongoing operational expenses of the applicant(s), retroactive funding for projects already in progress or completed; projects which already receive financial or in-kind support from the municipality; activities primarily aimed at fund-raising; activities or products with a political, religious or commercial purpose; and projects on sites outside Maple Ridge.

WHAT IS THE FUNDING AMOUNT?

Applicants may request up to 100 percent of the cost of the proposed community public art project, but requests may not exceed \$1,500. Successful applicants will be provided 50% of the project funds at the start of the project and the remaining 50% at the end of the project with the applicant's submission of a brief final report.

Applicants are encouraged to try matching the grant dollar-for-dollar to the best of its abilities which may include in-kind value/donations, cash donations, grants or contributions from businesses or non government agencies, and/or the applicant's cash contribution to the proposed project. Currently

matching funds are not a requirement but would be considered an asset in the review process. All funds must be used for the proposed project within a calendar year.

WHAT IS THE SELECTION CRITERIA & NOTIFICATION?

All grants will be adjudicated by a panel of qualified community representative(s) and representatives from the Public Art Steering Committee in consultation with municipal staff. The adjudication panel will, within 60 days of the application deadline, provide its recommendations to staff and advise the applicants in writing. The recommendations of the adjudication panel are final.

Applications are evaluated based on the requirements in these Guidelines as follows:

- Does the proposed project meet the objectives of the Community Public Art Program and does it have a clear, well developed project description, outline of issue being addressed, timeline, and budget?
- What is the fit and significance of the project to the site and surrounding neighbourhood/ location/ event?
- Does the application demonstrate alignment with municipal cultural goals and values that includes having broad-based community participation, the involvement of an artist, being publicly accessible and takes into consideration artistic merit and innovation?
- Is the applicant eligible?
- Are the proposed uses of the funding eligible?
- Is the budget feasible and does the project budget have any matching in-kind or financial support?
- Has the applicant provided adequate information about how all roles and responsibilities will be fulfilled and how the project will be designed and delivered?

Any significant changes to the project need to be discussed and approved by the staff representative prior to implementation.

HOW TO ACKNOWLEDGE GRANT SUPPORT?

Grant recipients must acknowledge the financial assistance of the City of Maple Ridge through the Public Art Steering Committee on all communications and promotional materials relating to the project (such as brochures, posters, advertisements, websites, news releases and signs). Any communication with the public or media about the project should be checked by the municipal staff representative.

Acknowledgement is provided by using the municipal logo in accordance with prescribed standards.

WHAT IS THE REPORTING REQUIREMENT?

Successful applicants will provide a brief final report in a prescribed format and high resolution images of the project in progress and completion within 12 months after receipt of the project funds to the municipal staff. Receipt of this report is a pre-condition for consideration of a group's future grant applications to the municipality in any category.

INSTRUCTIONS FOR SUBMITTING APPLICATION

- The application form is available in Word and PDF formats online at <http://mrpmparksandleisure.ca/271/Public-Art-In-Maple-Ridge>.
- Note the deadline on the webpage.
- Information should be typewritten.
- Municipal staff is available to review your application prior to submission. Staff review is available only until a week before the deadline.
- Applications which are incomplete are ineligible and will not be evaluated.
- Sketches, photographs and other visual or audio materials that describe your project are helpful for the adjudication panel.
- Information about an applicant's operations is collected for the purpose of adjudicating the application and for administrative purposes. It is collected under the authority of the Local Government Act, RSBC 1996, c323, Community Charter, SBC 2003, c26 and the Freedom of Information and Protection of Privacy Act, RSBC 1996 c165.
- Email, Mail or deliver completed and signed application form and a digital copy (PDF) on CDROM or USB flash drive that's PC compatible, along with supporting materials by the deadline to:

Email: submissions@mapleridge.ca (submit the complete package as one PDF Acrobat format file, no more than 5 MB max.)

**Community Public Art Grants
City of Maple Ridge
11995 Haney Place
Maple Ridge, BC, V2X 6A9**

FURTHER INFORMATION

Contact Manager Arts, Culture & Events at 604.467.7498 or rbrummer@mapleridge.ca.