



## Public Art Project Grants

## Program Guidelines & Application Form

**PUBLIC**

**ART  
PROJECT  
APPLICATION**

**Fiscal Year 2002 - 2003  
(July 1, 2001 - June 30, 2003)**

**Application Deadlines:  
November 1, 2001  
November 1, 2002**

**Northwest Regional Arts Council  
Northwest Regional Development Commission  
115 South Main  
Warren, MN 56762  
1-800-646-2240 (218) 745-6733**

## Introduction • • •

The mission of the Northwest Regional Arts Council is to support and enhance the development of the arts in northwest Minnesota. The following counties are included in the Art Council's service area:

Kittson	Marshall	Norman	Pennington
Polk	Red Lake	Roseau	

The Northwest Regional Arts Council's goal is to insure that the arts play a significant part in the welfare and educational experience of the residents of this region. The Arts Council assists the growth and excellence of the arts through several programs which are available to sponsoring and/or producing organizations in the region.

Arts activities in all disciplines are supported by the Arts Council, including:

Theater	Film/Video	Architecture and Design
Visual Arts	Dance	Multi-disciplinary Projects
Literature	Music	Organizational Development
Folk Arts		

The Public Art Project Grant Program encourages communities to bring permanent artwork to their public places in order to increase the appreciation of Fine Artwork and to provide local artists with substantial projects for their growth as artists. The maximum amount of funds that can be requested for each project is \$5,000.00.

## Eligibility and requirements • • •

To be eligible for funding, the grant applicant must:

- Be a unit of government, a school, or a non-profit tax-exempt organization under Section 501(c)(3) of the Internal Revenue Code with Articles of Incorporation on file with the State of Minnesota; or, have a Fiscal Agent that is a federally designated non-profit tax-exempt organization, including cities or schools.
- Recognize that artist fees paid with grant funds will not exceed \$250.00 per artist per day.
- Not have received a Production Assistance or Sponsorship Grant from the NWRDC for the same project.

## Application Guidelines •••

**Application Deadlines for Fiscal Years 2002 and 2003 are November 1, 2001 and November 1, 2002. Additional deadlines may be announced.**

Applications must be postmarked by the deadline date of November 1, 2001 or 2002. Applications submitted by electronic transmission (i.e. FAX) will not be accepted. Late applications will not be considered. The Regional Arts Council will review the applications on the first Tuesday in December of the same year and make a recommendation for funding. The NWRDC will approve the recommendations in mid-December of the same year, date to be announced. Consult the Regional Arts Council Director regarding potential changes in the regular meeting schedule.

The Final Step of the application process involves locating your artist and creating a model and completing the final application form. This will take place in January - May if you are recommended for a grant. The Regional Arts Council meets in March, April and June. If approved you will need to contact the Arts Council Director to develop a deadline schedule that feels appropriate to your committee. The Northwest Regional Development Commission will approve the final contracts in March or June 2002-03 depending on your schedule.

## Application Procedure •••

An application must include the following for consideration for funding:

**Application Form:** The applicant must submit a complete application providing all requested information. Incomplete applications are not eligible for review.

Applicants are encouraged to contact the Northwest Regional Arts Council office early in the planning process at which time the Arts Council Director can provide assistance.

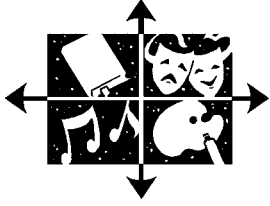
## Review Criteria •••

The following review standards will be used to determine whether a final step application/contract will be submitted:

- **Merit and artistic quality, and the degree of service to the arts.**
- **Ability of the organization to accomplish the project.**
- **Demonstrated demand or need for the project.**

The Regional Arts Council will review the applications and make a recommendation to the Northwest Regional Development Commission.

The Northwest Regional Development Commission will then vote to approve the applications for funding.



# Public Art Project Application Form

(Please Type)

Northwest Regional Arts Council - NWRDC - 115 South Main - Warren, MN 56762

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1. **Applicant Information: Please provide name, address and day phone for each. (type or print)**

Applicant _____	Contact Person _____
Address _____	Address _____
Address _____	Address _____
Phone _____	Day Phone _____

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Directions: Please type, cut and paste or use the margins listed after each question to print out your answers from a computer onto these pages. Make sure your text is at least this size (10 points). The color of the paper received is not important. Only send one-sided copies.

2. **Briefly describe the public artwork project. Describe the location where the public art piece will be displayed. Include photographs of the location. List factors including dimensions of the space, what the space is currently used for, and what audience will be viewing the artwork.** (margins: top 5.25", bottom 1.75", left 0.75", right .75")

**FOR OFFICE USE**

Date Received \_\_\_\_\_ Application # \_\_\_\_\_ Rating \_\_\_\_\_

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

3. **State your process for selecting the artist, including criteria for selection. If you already have an artist in mind for the project please include the artist's name, address and phone number. Please attach a copy of any supporting materials that the artist has provided.** (margins: top 2.0", bottom 1.0", left .75", right .75")

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

4. **Comment on the need for a public art project within your community, and, if applicable, include a reference to a successful past project. Briefly describe how the project will be coordinated within the community.** (margins: top 2.0", bottom 2.5", left .75", right .75")

5. **Certification:** We certify the information in this application is true and correct to the best of our knowledge.

**Authorizing Official**

\_\_\_\_\_  
Typed Name                      Title                      Signature                      Date

**Project Director**

\_\_\_\_\_  
Typed Name                      Title                      Signature                      Date