



ALLENTOWN
ARTS
COMMISSION

Allentown Arts Commission
City of Allentown
435 Hamilton Street, FL3
Allentown PA 18101

AllentownPA.gov/ARTS

ALLENTOWN ARTS COMMISSION “ART OF ENCOURAGEMENT” MINI-PROJECT GRANTS (RFP)

City: Allentown, PA

Stipend: Available ranging from \$1,000- \$3,000 per artist

Website: AllentownPA.gov/Arts

DEADLINE / ROLLING JUNE 1 – OCTOBER 31, 2020

The Allentown Arts Commission is committed to supporting public art and community-based programming to support creative expression, spark dialogue and reinforce a sense of community. Following unprecedented job loss due to the Coronavirus pandemic, the Allentown Arts Commission has created a new fund which will provide small grants to artists living or working in the City of Allentown. This new work-relief fund has earmarked \$60,000 for the effort.

The “Art of Encouragement Project” program will provide stipends of up to \$3,000 per project for artists to create encouraging and uplifting public art and messages to be placed on display throughout the City. Under the new program, artists, artisans, and arts production staff throughout the City can apply for the grants.

PROJECT DESCRIPTION AND GUIDELINES

Stipends available ranging from \$1,000- \$3,000 per artist.

We are looking for innovative artists to think “out-of-the-box” to submit existing work, create new work or new work proposals. Artists retain ownership of their work unless the nature of the work prevents it or they choose to donate it to the city. The City is not responsible for the works of art while they are on display. Pieces are requested to show for a minimum for one year. Physical artwork must be appropriate for the Northeast’s weather conditions.

Potential locations can include publicly facing private property, approved city property & accessible public areas.

Proposals are reviewed by Commission members and City staff and are chosen based on quality of work samples, benefit to the community or exhibit location, strength of proposal, and durability as a public artwork.

QUALIFICATIONS OR REQUIREMENTS

We accept proposals for sculpture, murals, installations, projection, and other media as appropriate for public outdoor display. Please note that any exhibited work will be unattended and accessible at all times.



- Any Artist living or working in Allentown is eligible — individuals, groups, and organizations alike.
- Artists may submit more than one work/concept for consideration, not to exceed three total options.
- Artists must provide the materials and/or equipment and be able to deliver, install, disassemble and remove any selected work for the exhibit period and have the resources to do so. If any assistance or additional supplies are needed to complete the project, they must be requested in the submission and is not guaranteed.
- We encourage artists of all backgrounds to apply as the “Art of Encouragement” project aims to reflect the diversity of our city and celebrate equity and inclusion.
- If accepted, we will be in touch with instructions and a check will be mailed. Please note that you must submit a W-9 in order for us to do this. You can download a current W-9 form here: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>.

IMPORTANT DATES

June 1, 2020 - October 31st, 2020, or until all available funds are spent– Monthly stipends offered
Second Week of each month – Jury Review and Selection*
Fourth Week of each month – Notification of selected artists/artworks
June - December 2020** – Delivery and Install

*Artists should be prepared to answer committee question/clarifications via email or phone during this time.

**These dates may be flexible based on selected projects and Pennsylvania shut-down guidelines.

HOW TO APPLY

Artist should complete the following application and send via email or hard copy. Applications may be emailed to submissions@allentownarts.com. PDF format is preferred. You can also mail to: Materials Conservation, 1625 N. Howard Street, Philadelphia, PA 19122. All applicants will receive a confirmation receipt.

List of requirements:

- 2-3 high quality digital images of each submitted work/project (videos no longer than 1 minute may be submitted in lieu of digital images). If submitting a proposed piece, please include examples of similar work you have completed previously and sketches of proposed work/project.
- Brief statement describing each submitted work/project, including concept, materials and process.
- Project details, including location, budget and installation requirements.
- Artist resume.

The City has the right to change this opportunity at any time.

Funding will be distributed until the pool is depleted. New funds may be added in future rounds.

QUESTIONS?

Contact info@AllentownArts.com



ALLENTOWN ARTS COMMISSION
“ART OF ENCOURAGEMENT” MINI-PROJECT GRANTS APPLICATION

Artist Name: _____

Address: _____

Email: _____

Phone: _____

What is your public art concept?

Please give as much detail as possible including medium, dimensions, title, etc. Please attach 2-3 high quality digital images of each submitted work/project to your application (videos no longer than 1 minute may be submitted in lieu of digital images). If submitting a proposed piece, please include examples of similar work you have completed previously and sketches of proposed work/project.

Where would it be located?

Please provide an address, cross-street or other identifying location. If you own the property or may have permission to create the art there, please let us know. Artists selected for the project will need to work with property owners to acquire permission to place their work of art.

What is the budget for your project?

Please note that this grant provides half of the project funding when the project is approved, and half at successful completion, although other payment arrangements may be arranged.

How long will it take to create and install your work of art?



What resources would you need to implement this project? Please be as specific as possible.

Please be sure to:

- 1. Complete the application**
- 2. Include images of your proposed work of art.**
- 3. Include a copy of your artistic resume.**

Questions? Email us at info@allentownarts.com