

ARTWORK GIFT & LOAN APPLICATION

THE FOLLOWING
ATTACHMENTS ARE REQUIRED:

- NARRATIVE PROPOSAL including the concept, media, dimensions, site preparation requirements, installation method and schedule, maintenance requirements and estimated annual maintenance costs, on no more than two typed pages. The donor is encouraged to address historic or community context and/or reasons supporting the intention of the donation or loan.
- PROJECT BUDGET outlining all costs associated with the project, including design, fabrication and installation (please note that engineer sealed drawings may be required and liability insurance during installation will be required) and well as estimate of costs incurred by the City associated with acceptance of the work.
- PHOTOGRAPH and/or MAP of the proposed site(s).
- PHOTOGRAPHS, DRAWINGS, MODELS or DESIGNS of the proposed public artwork, indicating its relationship to the site.
- ARTIST'S RESUME and THREE PROFESSIONAL REFERENCES on no more than two typed pages.
- TEN IMAGES OF ARTIST'S PAST WORK completed during the past three years.

Donor's Signature

Date



Bruce Greene, *Red Steagall, Always Ridin' for the Brand* in Fort Worth, Texas, 2019

GIFTS & LOANS

Fort Worth Public Art is a City of Fort Worth program created to enhance the visual environment, commemorate the city's rich cultural and ethnic diversity, integrate artwork into the development of the City's capital infrastructure improvements, and to promote tourism and economic vitality. Managed by the Arts Council of Fort Worth with oversight of the Fort Worth Art Commission, FWPA strives for artistic excellence and meaningful community involvement.

For more information, please visit
www.fwpublicart.org

and follow @FWPublicArt



ARTS COUNCIL
OF FORT WORTH

Cover Image: Yvonne Domenge, *Tabachin Ribbon*, 2010





APPLICATION

All applicants will submit the materials listed on the back of the Artwork Gift & Loan Application to the Art Commission at least six months prior to the anticipated installation date of the project. The application, including copies of all visual materials, will become the property of the City upon submission.

PROCESS

The acquisition of an artwork for the FWPA Collection means a commitment to its preservation, protection, and display for the public benefit. All materials used in the creation of the work must be durable and appropriate for a public setting. The Public Art Director, the Public Art Collection Manager, and professional consultants as necessary, will review the materials submitted by the applicant to determine the technical feasibility and needs of the work.

The Art Commission's annually appointed ad-hoc review panel consisting of three Commissioners and two arts professionals will review and prepare a written evaluation and recommendation to the Art Commission based on the following criteria:

- Artistic quality
- Context within the City collection
- Proposed site
- Professional credentials of the artist

RECOMMENDATIONS

FWPA staff will transmit the donor's application to the Art Commission at one of its regularly scheduled meetings. At the same meeting, staff will present an artwork technical report and a representative Gifts and Loans Review Panel will present the panel's recommendation. The Commission will vote to accept or decline the recommendation; at acceptance, the Commission will issue a conditional letter of acceptance subject to the site approval of appropriate city departments.

It is the responsibility of the applicant to submit the project for review and approval by any other Boards and Commissions deemed necessary for final approval.

FINAL ACCEPTANCE

Upon the recommendation of the Art Commission, final acceptance of gifts and loans will be made by the City Council and acknowledged through a written statement.

Final acceptance of gifts will require:

- An executed contract transferring title of the artwork and clearly defining the rights and responsibilities of all parties
- Complete records of accession including, but not limited to, a signed deed of gift, acknowledgment of receipt, exhibition record, photographs or slides, and independent appraisal.
- Verification that the work is unique and an edition of one (unless stated to the contrary in the agreement and accepted by the City)
- The establishment of an endowment fund if the City's existing maintenance budget is insufficient or if the potential maintenance is deemed excessive
- In general, works of art will be acquired without legal restrictions as to future use and disposition, except with respect to State or Federal laws on preservation, copyright, and/ or resale of works of art.

Final acceptance of loans will require:

- An executed contract clearly defining the terms and conditions of the loan and the rights and responsibilities of all parties.

EXCEPTIONS

The following will be exempt from the formal review and acceptance procedure:

- Gifts of state presented to the City by foreign governments or by other political jurisdictions of the United States that may be accepted by City Council or the City Manager on behalf of the City. The Art Commission and the appropriate City Department will determine permanent placement of any such artworks jointly. If not provided by the donor, maintenance of the art will be the responsibility of the host City Department with assistance from the Art Commission and/or the Public Art Director.
- Art or exhibitions loaned for display on public property for less than a year. Review and approval in these instances will be the responsibility of the Public Art Director in conjunction with the department with jurisdiction over the site of the display or exhibition.

- Artworks displayed in private offices or in non-public areas of City facilities that are not owned by the City.

ARTWORK GIFT & LOAN APPLICATION

DONOR'S NAME: _____

ORGANIZATION: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE: (Day) _____

(Eve) _____

(Fax) _____

CONTACT PERSON: _____

EMAIL ADDRESS: _____

Please list (in order of preference) the proposed location(s), including name of facility and street address:

1. _____

2. _____

(Circle one) The public artwork is intended to be:

permanent or temporary

If temporary, please define the exact timeframe:

(Please sign on back)