



## **New Hampshire's Percent for Art Program Arts Bank Collection Request for Proposals for Existing Two-dimensional Artwork**

**Postmark or Delivery Deadline for Submissions: May 14, 2010**

The **New Hampshire State Council on the Arts** is pleased to announce a Request for Proposals for existing two-dimensional artwork. Artwork will become part of the State Arts Bank Collection and made available to State buildings and facilities. This RFP is made possible through funds generated for the State Arts fund.

### **Artist Eligibility**

Artist must be a legal resident of the United States and possess a Social Security number.

### **Design Considerations**

Only two-dimensional artworks will be considered. These can include, but are not limited to, photography, printmaking (etching, lithography, wood cut, wood engraving, etc.), painting (oil, acrylic, watercolor), pastel, graphite, pen and ink, mixed media collage, etc.

### **Criteria for Artworks**

- Two-dimensional work in any medium representing an aspect of New Hampshire's natural or cultural environment
- Medium/materials used must be durable enough for display in public spaces that may have high sunlight, public traffic, etc. and be low maintenance (not require conservation for up to 15 years)
- Work must be unframed
- Maximum unframed size: approximately 3' x 3'
- Maximum per unit cost: \$1,000

### **Budget**

A total of up to \$10,000.00 is available for the purchase of artworks. Please note contracted artists must deliver unframed artworks to the State Arts Council offices no more than one week after returning the signed Service Agreements to the State Arts Council.

Note: Regular business hours are 8:15 a.m. – 4:15 p.m. Monday – Friday, excluding all state and most federal holidays.

### **Selection Committee**

Proposals received will be reviewed by a selection committee of up to five individuals representing galleries and museums as well as other specialists in two-dimensional artwork who will serve without compensation for time or travel. The committee will be facilitated by the Acting Director and/or members identified by State Arts Council Collections Management staff.

## Contract Approvals

The committees' recommendations will be submitted to the New Hampshire State Council on the Arts Councilors for approval. All contracts of \$2,500 and over (cumulatively within a fiscal year to an individual artist) must also be approved by the Governor and Executive Council.

## How to Submit a Proposal

Artists are asked to submit the following materials:

- Jpg images on one compact disc. Artists may submit up to 20 image files of existing works. Use the Digital Image Identification Sheet to identify images.
- A written statement, not to exceed one page, explaining why proposed artwork is suitable for selection per the published criteria.
- Artist's resume
- NOTE: Original works of art cannot be accepted.

Mail or deliver proposal packet to: **New Hampshire State Council on the Arts, 2 1/2 Beacon Street, Suite 225, Concord, NH 03301-4447**. See beginning of RFP for deadline details.

## Return of Proposal Materials

Proposals submitted with a self-addressed and stamped return envelope will be returned to artists within three weeks following the Review Committee meeting. Proposals without return envelopes will be retained at the New Hampshire State Council on the Arts offices for 30 days after the selections have been made. The Council will not be responsible for materials left beyond 30 days.

## Timetable

- |                                   |  |
|-----------------------------------|--|
| • <b>April 23, 2010</b>           | Release of RFP   |
| • <b>May 14, 2010</b>             | RFP Deadline   |
| • <b>Early June, 2010</b>         | Proposal Review by Selection Committee                                     |
| • <b>Mid July, 2010</b>           | Council Meeting – Review & approval of Selection Committee Recommendations |
| • <b>Late July, 2010</b>          | Notification letters and contracts sent to artists                         |
| • <b>Late July / Early August</b> | Artist delivery of artworks to State Arts Council                          |

## Questions?

Julie Mento, Visual Arts Associate, (603) 271-0790, [julie.mento@dcr.nh.gov](mailto:julie.mento@dcr.nh.gov).

## Background on the Percent for Art Program

*The Percent for Art Program was enacted by the New Hampshire Legislature in 1979 to ensure that all forms of visual arts and crafts have an integral and important place in the public spaces of state buildings. The program seeks a genuine integration of art in architecture by giving an opportunity to building designers, planners, artists, state employees, arts professionals, and private citizens to collaborate in planning projects, and selecting, purchasing, or commissioning works of art by artists and craftspeople for state buildings.*



**Arts Bank RFP  
New Hampshire's Percent for Art Program  
Existing Works for Purchase: Digital Image Identification Sheet**

**Artist's Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone** (*home*): \_\_\_\_\_ (*studio*): \_\_\_\_\_ (*work*): \_\_\_\_\_

**Email:** \_\_\_\_\_ **Website:** \_\_\_\_\_

**IMPORTANT: PLEASE NAME EACH FILE NUMERICALLY**  
**Example: 1.jpg, 2.jpg, 3.jpg, and so on. Write your full name on the CD itself.**

- Images should be roughly 600 x 900 pixels.
- Do not submit PowerPoints presentations, photo prints, original works of art, computer printouts, or slides.

<b>Image #</b>	<b>Title</b>	<b>Size (HxWxD)</b>	<b>Medium</b>	<b>Sale Price</b>
1.....				
2.....				
3.....				
4.....				
5.....				
6.....				
7.....				
8.....				
9.....				
10.....				

**Existing Works for Purchase: Digital Image Identification Sheet cont.**

**Artist Name:** \_\_\_\_\_

<b>Image #</b>	<b>Title</b>	<b>Size (HxWxD)</b>	<b>Medium</b>	<b>Sale Price</b>
11.....				
12.....				
13.....				
14.....				
15.....				
16.....				
17.....				
18.....				
19.....				
20.....				