

Request for Concept Proposal

New Hampshire State Council on the Arts Logo

Issue Date: March 1, 2024

Deadline: April 5, 2024

Total Projected Budget: \$2,500

Contact: Adele Bauman, Director, New Hampshire State Council on the Arts |
adele.c.bauman@dncr.nh.gov

Overview:

The New Hampshire State Council on the Arts will celebrate its 60th Anniversary in 2025. As we prepare to celebrate this milestone, we are seeking an artist to design and create a new logo, which will appear on the Council's print and electronic materials from 2025 forward. The initial phase of the project is to review Concept Proposals and to select an artist from the pool of applicants.

Selection Criteria:

Logo development will be a collaborative process with Arts Council staff. They will review the proposals submitted by artists and select artists to interview. Artists will be selected for interviews on the following criteria:

- Quality of the design concept
- Artist work samples and qualifications

Please include a link to your online portfolio and provide your full contact information, including phone number.

Arts Council staff will review portfolios the week of April 15, 2024 and will notify all artists no later than Friday, April 26, 2024. The New Hampshire State Council on the Arts will issue a contract to the selected artist, which will be paid in two parts. Work on the logo will commence upon receipt of the first payment.

Design Considerations:

Selected artists are expected to work cooperatively with the Council staff to make necessary adjustments to proposals.

Artist Eligibility:

This opportunity is open to professional artists over 18 years old. Employment practices are guided by federal, state, and local rules and regulations guaranteeing employment opportunities to all persons without regard to and prohibiting discrimination or harassment on the basis of race, creed, color, sex, sexual orientation, pregnancy, age, religion, political affiliation or beliefs, national origin, or ability.

The New Hampshire State Council on the Arts will honor the copyright and intellectual property rights of artists submitting proposals.

Project Budget:

A total budget of \$2,500 has been allocated to commission this project, including artist-design fees, any associated travel costs, and insurance.

General Liability Insurance:

Contracted artists are required to submit a current Certificate of Insurance at the time of contracting to verify that a current general liability insurance policy is in place and that limits of coverage are appropriate to the scope of the project being undertaken.

Artists are not required to have General Liability insurance at the time a proposal is submitted.

Concept Proposal Requirements:

- A current resume or CV
- An Artist statement
- A concept statement and conceptual drawing of artwork
- Previously completed commissions/artwork that will serve as work samples. You may use a URL for this section or upload 3-10 images.
- References: Names and contact information of two professional references. Letters of recommendation are not required.

Submissions should be sent to:

Adele Bauman, Director

New Hampshire State Council on the Arts

172 Pembroke Rd

Concord, NH 03301

Adele.C.Bauman@dncr.nh.gov

Tentative Schedule:

March 1, 2024: Request for Concept Proposals released

April 5, 2024: Deadline for submissions (this is not a postmark deadline)

April 26, 2024: Final artist selected

Deadline for Concept Proposal Submissions is Friday, April 5, 2024

No late proposals will be accepted