



102 West Division Street, 3rd Floor Suite
Syracuse, New York 13204
Phone: 315-472-2150

Call for Artists

Request for Proposals (RFP) for the Onondaga Environmental Institute's Reviving Place Project

Introduction

The Onondaga Environmental Institute (OEI) is seeking artists to create original artistic “maps” that use images and words to illustrate what community members identify as unique, special, or important aspects of local places. These maps will serve as educational tools and help increase community pride in and stewardship of local places. One map will be created for each of four geographic focus areas within Onondaga County: the upper Ley Creek watershed, the east shore of Onondaga Lake, the South Side of the City of Syracuse, and the Tully Valley (exact boundaries still to be determined, see attachment A for more information).¹ Up to 4 artists (one per focus area) will be selected. This opportunity is open to artists in Central New York State with priority being given to those with a demonstrated relationship to the focus areas. The application deadline (originally Tuesday, February 17, 2015) has been extended to 4:00pm on Tuesday, February 24, 2015.

Tentative Administration Schedule

Date	Item
Tuesday, January 13, 2015	OEI releases RFP
4:00 PM, Tuesday, February 24, 2015 (EXTENDED DEADLINE)	Proposals due to OEI (via email and/or hardcopy delivery)
Monday, March 16, 2015	Respondent notification
Spring/Summer 2015 (dates to be determined in consultation with community partners in each focus area)	Attend community meeting(s) and develop map

Commission

Each artist will be compensated \$450 for a 2 ft x 3 ft artwork that is able to be framed/mounted and hung. In addition, each artist will be compensated \$25 per hour for attending community meetings (see “Project Scope”) with the intent of incorporating community input into the finished piece. Total compensation per artist per focus area is not to exceed \$625 (please note that this maximum estimate assumes participation in multiple community meetings, but not all focus areas will have multiple meetings). Onondaga Environmental Institute will assume full ownership of the finished piece including full digital and reproduction rights.

¹ In the South Side and the Tully Valley focus areas, special attention will be given to areas surrounding Onondaga Creek.

Project Scope

The goal of this project is to create artistic “maps” that depict important features of local places through images and words. The primary reference material for this creative process will be input provided by community members. Maps will focus on capturing the spirit and priorities of community members rather than precise geography. For examples of maps developed by other communities, please see Attachment B. One map will be created for each of four geographic focus areas (see Attachment A). Up to four artists will be selected (one per focus area).

In each of the four focus areas, OEI will work with community partners to define the boundaries of the map and collect community input on what is unique, special, or important (past and present) about the focus area. One of the ways that community input will be collected is through community meetings (1-2 in each focus area). Selected artists will be required to attend the community meeting(s) in their respective focus areas. Following the meeting(s), OEI will package all community input and provide it to the designated artist for use as reference. **Each artist must complete his/her map 2-3 weeks after the last community meeting held in his/her designated focus area.** Artists are responsible for purchasing their own materials. OEI will frame or mount each finished map and organize a follow-up meeting in each focus area for community members to view and discuss the piece. Artists are not required to attend follow-up community meetings.

The artist selected to work in the Tully Valley will be required to accommodate a unique community input process. In addition to attending 1-2 community meetings, the artist must incorporate into the map a diverse selection of small artworks or photographs provided by community members.

Attendance at community meetings in assigned focus area and provision of a completed map in accordance with outlined requirements in this RFP within 2-3 week timeframe following the last community meeting held in assigned focus area will satisfy this agreement’s management requirements.

Upon the completion of all maps, OEI will partner with Onondaga Historical Association to curate a public exhibition. Copies of maps will be freely distributed throughout the community as educational tools. The original maps will ultimately be placed on permanent display in public buildings (libraries, community centers, government offices, etc.).

Eligibility

The competition is open to artists living in Central New York (Cayuga, Cortland, Madison, Onondaga, and Oswego Counties). Only artists with reviewable portfolios are eligible to apply. The artist selection panel will consider artistic diversity as one factor in the selection process.

The commissioned artists will work with the Onondaga Environmental Institute to create artwork consistent with community input. Ideal candidates will have experience working within public processes (in public settings) as well as proven artistic ability. The artwork for this project must reflect community input regarding unique, special, or important (past and present) aspects of a given focus area.

The community input and creative process will take place during the spring and summer of 2015. Each artist must attend 1-2 community meetings in his/her focus area (schedule to be determined in consultation with community partners) and complete his/her map 2-3 weeks after the last community meeting is held in the given focus area. The finished piece must be 2 feet by 3 feet and able to be framed/mounted and hung. The artist working in the Tully Valley should follow the special procedures outlined under “Project Scope” above.

How to Apply

OEI has circulated this RFP via electronic mail to available communication networks (listservs, organization membership lists, etc) in each focus area with the guidance and assistance of project partners. Artists interested in this project must prepare and submit the following materials in hardcopy or electronically:

- Letter of Interest, no more than 2 pages in length, which explains your interest in the competition. Please include your name, contact information (including permanent address), your preferred focus area and a description of your relationship to the area, any experience you may have working on public projects, and the artistic media you are considering for this project. Also, if there are significant gaps in your availability during spring and summer of 2015, please explain them in detail. For email submissions, OEI will only accept PDF or MSWord formats.
- Current Resume. For email submissions, OEI will only accept PDF or MSWord formats.
- At least two professional references familiar with your work and working methods. The list must include complete addresses, email addresses, and telephone numbers. If possible, references should be familiar with public process work. For email submissions, OEI will only accept PDF or MSWord formats.
- Samples of your work. Submitted samples will be kept confidential and will never be used for any purpose other than selecting awardees. All work samples must be submitted in the following format:
 - 8 to 12 digital images saved on one CD, DVD, or thumb drive. OEI will only accept JPEG or PDF file formats. If the artist prefers, they may upload digital images to an accessible cloud storage site and provide credentials for accessing.
 - All digital images must be sized at 200 dpi minimum, no larger than 7" on a side.
 - You must number and title each digital image and include a description sheet with corresponding numbers. The sheet should list your name and the titles, dates, media, and dimensions of your work.
 - The artist should only include images relevant to the application.
- *Optional:* Artist's Statement, no more than 200 words in length, describing your work. For email submissions, OEI will only accept PDF or MSWord formats.
- *Optional:* The artist may include up to three selections of support materials such as reviews, news articles, web links and other related information.

All materials must be received by the Onondaga Environmental Institute by 4 pm on Tuesday, February 24, 2015. If submitting application by email, please send all materials to swraight@oei2.org, with the subject heading: "Reviving Place Artist Application." If submitting application in hardcopy, send all materials in a 10"x13" envelope to the address below. Do not use staples, paperclips, folders, or report covers on any application materials. For hand delivery, please call Sarah Wraight at (607) 342-2913 to arrange a date and time prior to the aforementioned deadline.

IF MAILING HARDCOPY APPLICATION MATERIALS, ADDRESS TO:

Onondaga Environmental Institute
102 West Division St, 3rd Floor
Syracuse, NY 13204
ATTN: Reviving Place

All hardcopy materials submitted will become the property of OEI, but artists will retain full ownership of intellectual property submitted as part of their applications. All supporting application materials will be kept confidential and will never be used for any purposes other than selecting awardees. Nevertheless, respondents should not submit proprietary or confidential business information other than that which is critical to their proposals. Such information should be clearly identified. OEI will protect proprietary or confidential information to the extent possible under applicable laws.

Final Artist Selection:

Onondaga Environmental Institute and local partners will review the submissions and select four artists to create original artwork according to the criteria below. The final commissions of artwork will be awarded by Monday, March 16, 2015.

Artist Selection Criteria

- Relationship to the focus area
 - Priority will be given to artists who live, work, or have some other strong connection to the selected focus area.
- Ability to integrate community input and involvement
 - Past experience in community-influenced art is strongly recommended
- A body of work reflecting artistic excellence

OEI is committed to reflecting the diversity and cultural richness of the selected focus areas in our selection process. It is OEI's policy to make positive efforts to utilize minority and/or women-owned business enterprises (MBE/WBE) in all solicitations. Quality proposals by minority or women artists may be favored in the selection process.

DISCLAIMER: OEI reserves the right for any reason at its sole discretion to accept or reject any or all proposals received in response to this request, to negotiate with qualified respondents, to cancel in part or in its entirety this RFP and/or discontinue discussions with a particular respondent. OEI reserves the right to modify and issue addenda to terms and conditions of this RFP. Upon receipt of proposals, OEI may request clarifications and additional information.

Additional Information:

If you have any questions or need any additional information, please contact Sarah Wraight via email at swraight@oei2.org or phone at (607) 342-2913. Please do not contact other OEI employees regarding this RFP.

Response to this RFP certifies that respondent will make best efforts to conserve natural resources and protect the environment in carrying out the Project Scope.

This project is funded by the U.S. Environmental Protection Agency (EPA) under assistance agreement NE96282914-0 to Onondaga Environmental Institute. As the project will not go through the EPA's publications review process, it therefore may not necessarily reflect the views of the EPA and no official endorsement should be inferred.

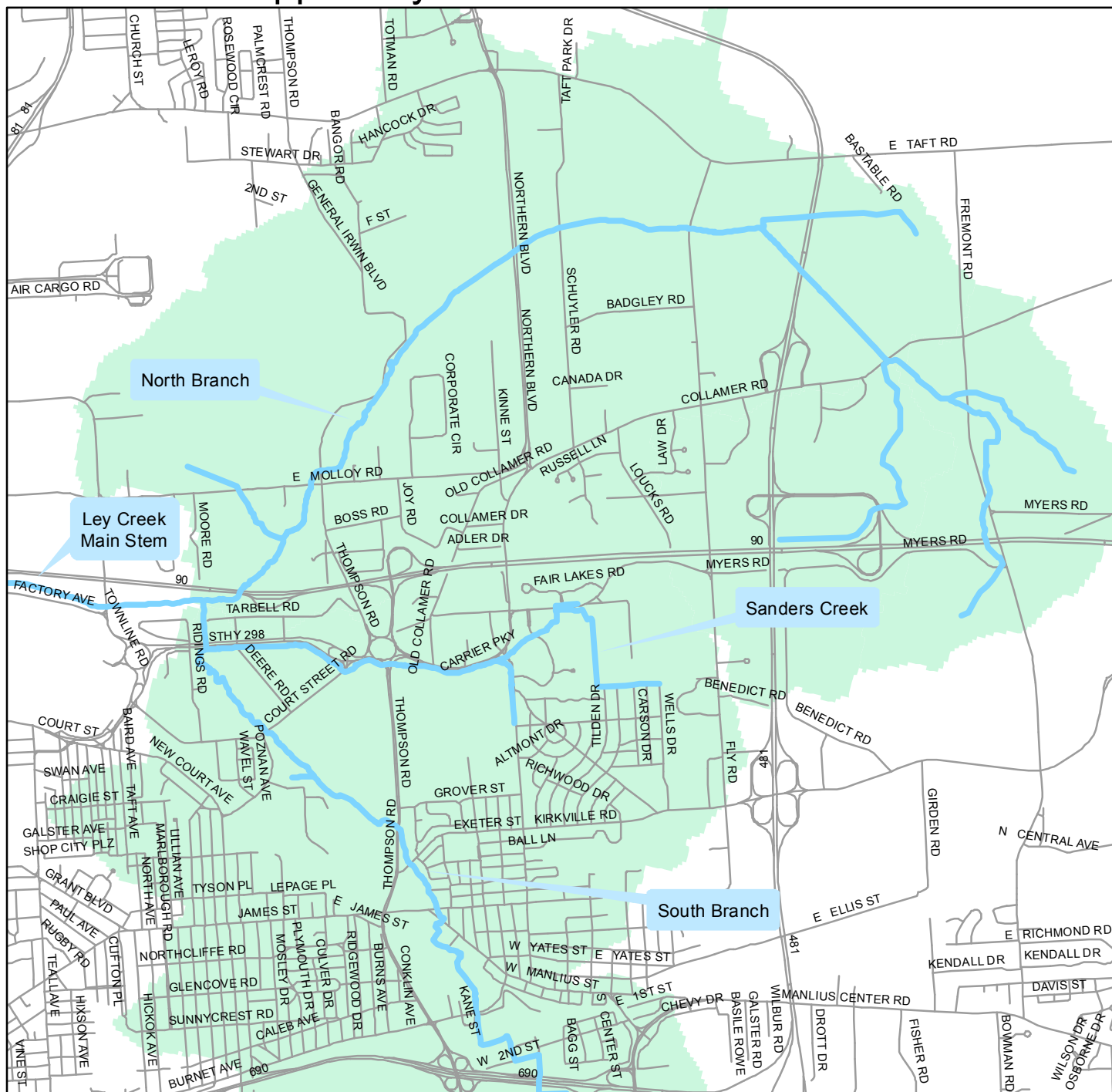
Attachment A

Reviving Place Project Geographic Focus Areas

The following are rough maps of the four geographic focus areas for the Reviving Place Project. These boundaries are not final; they are intended as starting points for discussion about sense of place. Onondaga Environmental Institute will seek the assistance of local community partners and community meeting participants to define the boundaries of each map.

Please note that in the South Side and Tully Valley focus areas, special attention will be given to areas surrounding Onondaga Creek.

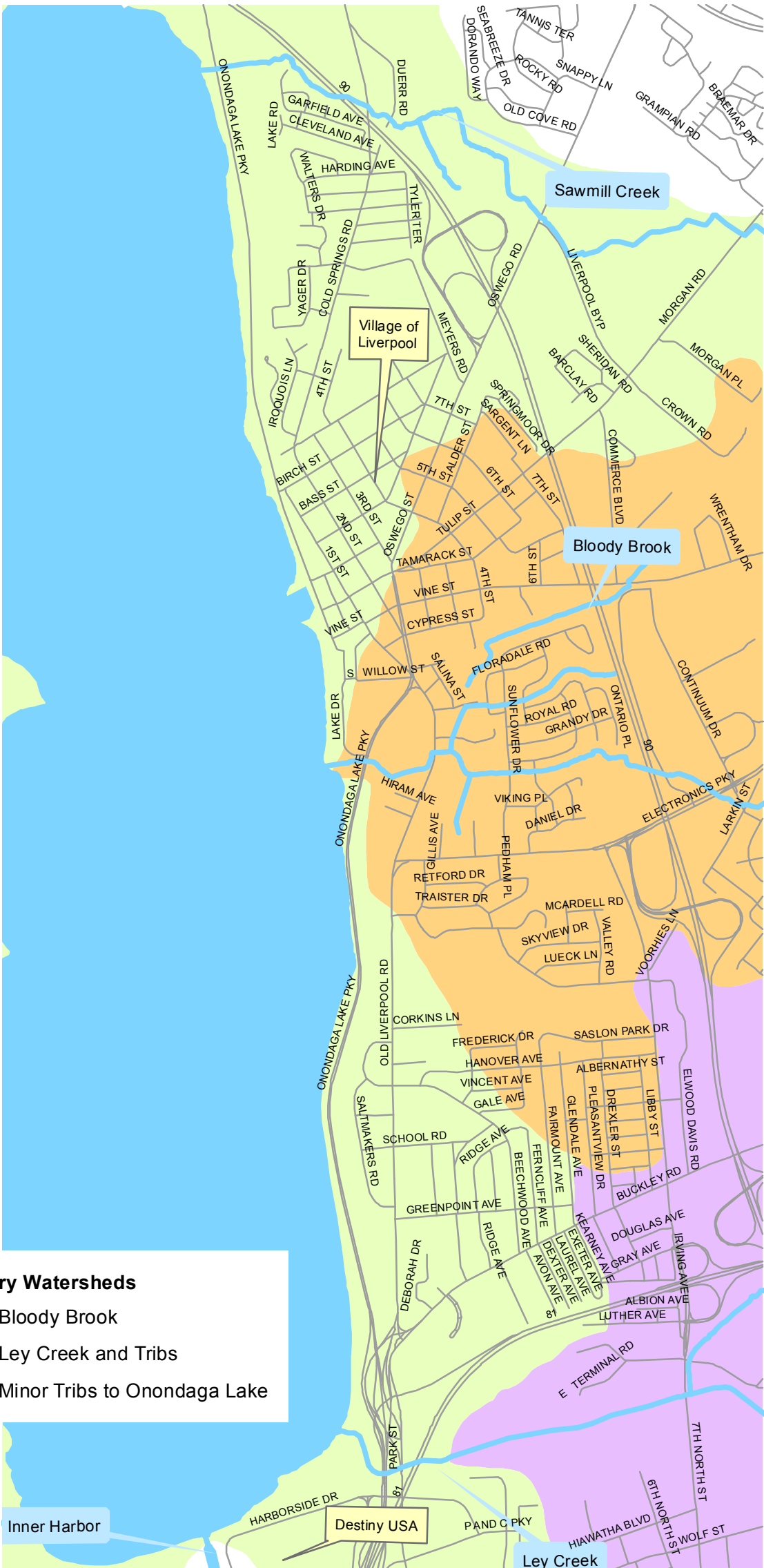
Upper Ley Creek - DRAFT FOR REVIEW



1

Miles





Tributary Watersheds

- Bloody Brook
- Ley Creek and Tribs
- Minor Tribs to Onondaga Lake



12/3/2014



- Harbor Brook
- Onondaga Creek, Lower
- Onondaga Creek, Middle



0.5

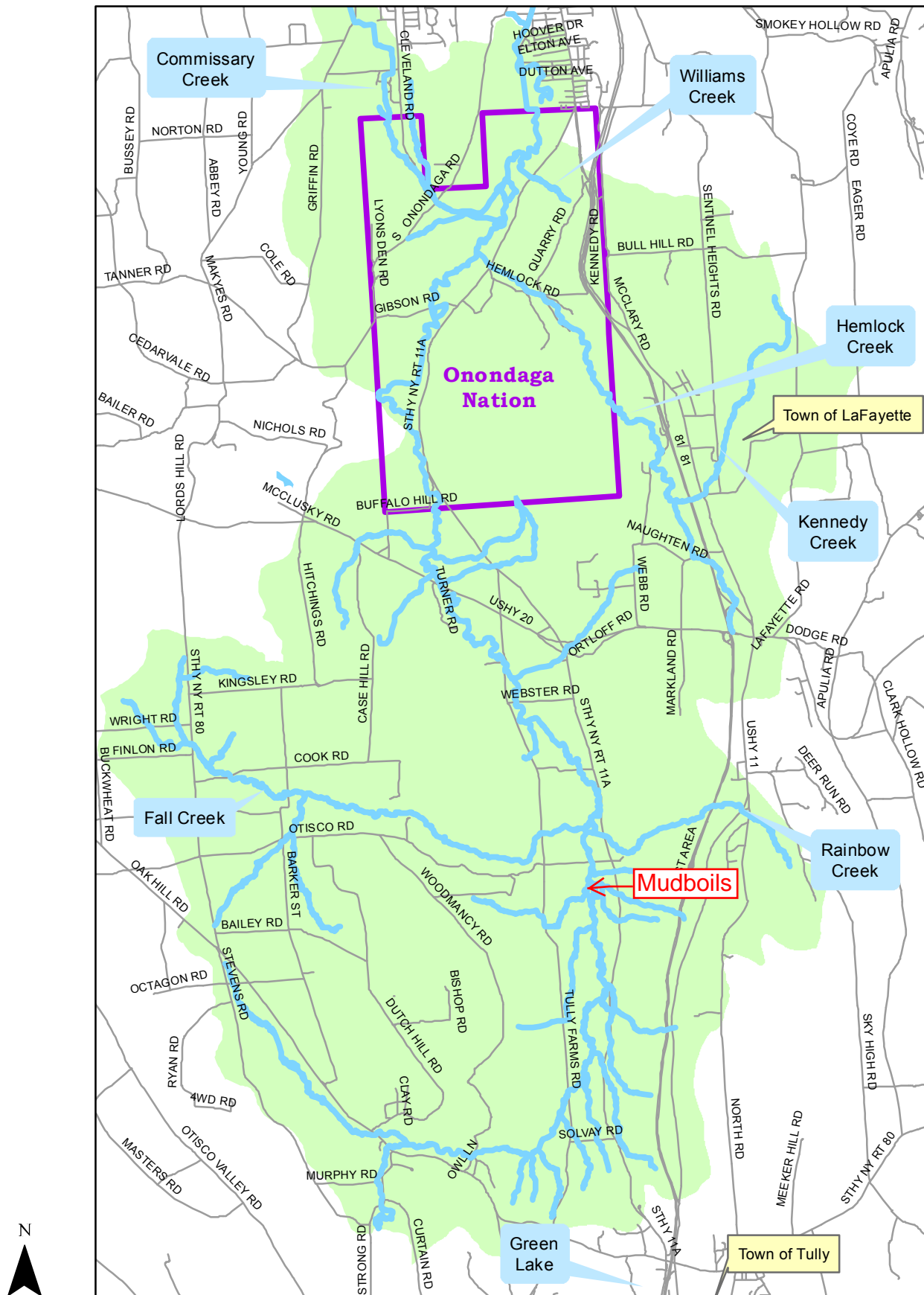
Miles



Onondaga
Environmental
Institute

Tully Valley - DRAFT FOR REVIEW

12/3/2014



Upper Onondaga Creek Watershed

1

Miles



Attachment B

Examples of Community Place Maps

What's a community place map?

Community place mapping is a process developed by Common Ground, a charity organization that has inspired hundreds of communities across the United Kingdom to rediscover their “local distinctiveness” and revitalize public pride in, concern for, and stewardship of local places. In the words of Common Ground, a community place map shows what people consider to be important in their environment, such as: “...wildlife, history, work, landmarks, buildings, people, festivals.

It does not have to be precise or cartographically correct, but by illustrating locally distinctive activities and features, it helps you to focus on the everyday things that make your place significant to you and different from the next. It can include the elusive responses which cannot be measured or counted and also the invisible – the stories, dialect, names and fragments of everyone’s history. [A community place map offers] a way of communicating creatively and socially how rich everyday places are, and what importance seemingly ordinary things have to everyone. All kinds of people old and young, from varied cultural backgrounds, by sharing their ideas and knowledge, begin to cherish their locality more and often become involved directly in its care.”

To learn more about community place mapping, visit:
commonground.org.uk/projects/parish-maps/



Left: Village Millennium Map
Fernhurst, England
Reproduced by permission from
The Fernhurst Society
<http://www.fernhurstsociety.org.uk/largemap.html>

Below: Combe Martin Parish, England
Reproduced by permission from
Common Ground
commonground.org.uk/gallery/parish-maps/





Reproduced by permission from Common Ground
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Aveton Gifford Parish, England
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 Aveton Gifford Parish Project Group
 and Common Ground
<http://www.ag-project.co.uk/57/the-parish-map>
commonground.org.uk/gallery/parish-maps/

