



Coon Rapids Art on Display Public Art Program Call for Artists Request for Artwork (RFA)

The City of Coon Rapids is pleased to invite artists to submit proposals to be considered as part of Art on Display, the Rotational Public Art Program at City Hall.

Background

The City of Coon Rapids and the Coon Rapids Arts Commission are committed to promoting and integrating arts, culture and public aesthetics throughout the community. The purpose of having public art displayed at City Hall is to give local and regional artists the opportunity to display in a location that is visible to the community.

Display Duration

Artwork will be displayed at a designated location within a City facility in “terms” generally three months per rotation. The artist is responsible for coordinating a time with city staff for installing and removing the artwork at the beginning and end of the term for which their artwork is selected. Below are the dates for each term. New art is selected for display approximately one month prior to each display term.

- Jan. 1 through March 31 (art selected by Dec. 1)
- April 1 through June 30 (art selected by March 1)
- July 1 through Sept. 30 (art selected by June 1)
- Oct. 1 through Dec. 31 (art selected by Sept. 1)

Artwork Criteria

- Must be a local or regional artist.
- Artwork must not be offensive or condescending towards any race, religion, sex or sexual orientation.
- Artwork must not be used to promote or oppose political views.
- Artwork must not be exclusively religious in nature.
- Art may be either a single piece or multiple pieces, framed or textile, provided the art may be displayed in the designated display case (dimensions 21 feet long x 6 feet high x 20 inches deep)
- 3-D art will also be displayed in the display case (enclosed and secured) that is 21 feet long and 20 inches deep.
- Artist(s) selection will be implemented through a Request for Artwork (RFA), Application and a selection process.

Artist Responsibilities

- Artists are responsible for displaying art on the specified set up and removal dates and times to be coordinated with City staff.
- Artists understand there is no fee for displaying art.
- Artists will be responsible for understanding criteria for displaying artwork outlined in the Request for Artwork (RFA).
- Artist must only display artwork that they themselves have created and currently own.

City Facility Responsibilities

- Staff will develop an RFA to be sent out to the art community and art facilitator groups.
- Staff will handle waivers, agreements, and scheduling.
- The City of Coon Rapids will not be responsible for lost, stolen, or damaged artwork.
- The City of Coon Rapids will have the right to advertise the name and work of the artist and photograph the art for advertising and promotional purposes.
- The City of Coon Rapids may work in association with a community service organization to archive photos of all artwork displayed at City facilities.

Submittal Process

In order to be considered for City of Coon Rapids facility display opportunities:

1. Complete a Public Art Application online at coonrapidsmn.gov/PublicArtApplication.
2. Submit a photo or drawing of the artwork as part of the online application process.
3. Provide either a Certification of Insurance naming the City as an “additional insured” OR a Waiver of Insurance Coverage ([sample waiver here](#)).

Selection Process

The Arts Commission will make selections and artists will be notified by a staff liaison no later than one month before the term start date. Selection will be based upon completing the application and appropriate art content for City facilities as determined by the selection of the Arts Commission and approved by the City.

When submitting art for consideration, artist must read, complete, and electronically sign the application. The City reserves the right to accept or reject the Committee’s selection, to refuse to display any selected art and to remove any displayed art prior to the expiration of the term.

Contact Information

For more information about the Coon Rapids Art on Display, the City’s Rotational Public Art Program, please visit coonrapidsmn.gov/ArtonDisplay.

If you have specific questions, please email your questions to slincoln@coonrapidsmn.gov.