



## **Attachment #1**

***Call to Artists - Artist Roster for  
Public Art Projects Under \$25,000***

**CALL TO ARTISTS**  
**Artist Roster for Public Art Projects under \$25,000**  
**Deadline: November 19, 2021, 4:30 pm Pacific Standard Time (PST)**



*Flow (detail) by Sandeep Johal*

The City of New Westminster requests qualifications from local artists and artist teams for public art opportunities with project budgets under \$25,000. Projects will vary widely and artists practicing in all media are encouraged to apply. Examples of such projects may include (but is not limited to) community engaged projects, site-responsive commissions for temporary works, artist residencies or design only contracts for permanent installations throughout the city. The Artist Roster is a list of artists who pre-qualify to create public art throughout the city. It allows for a streamlined selection process and will be one of several ways used to hire artists.

**OPPORTUNITY**

Artists will be commissioned for various City of New Westminster projects under \$25,000 as opportunities become available. This pre-qualified roster of artists will be used for the period January 3, 2022 to January 3, 2024. Please note that artists on the list are not guaranteed a commission as projects will be awarded based on available opportunities.

## **BUDGET**

Budgets will vary depending on the project to a maximum of \$25,000, plus GST. This may include (but is not limited to) artist fees, related project materials and expenses, research, engagement, insurance, documentation and permits. Actual budgets and scope of work will be determined on a project by project basis.

## **ELIGIBILITY**

This is an open call to professional artists who live or work in New Westminster and the Lower Mainland (which includes the regional districts of Metro Vancouver and Fraser Valley). Artists working in all media at various stages of their careers and those who self-identify as a member of an equity-seeking and/or under-represented community are especially encouraged to apply.

According to Canada Council for the Arts, a professional artist:

- has specialized training in the artistic field (not necessarily in academic institutions);
- is recognized as a professional by his or her peers (artists working in the same artistic tradition);
- is committed to devoting more time to artistic activity, if possible financially;
- has a history of public presentation or publication.

City staff, volunteers serving on the City of New Westminster's Public Art Advisory Committee (PAAC) and selection panel members are not eligible to apply.

## **BACKGROUND**

Located on the unceded territories of the Halkomelem speaking Coast Salish peoples and home to an urban Indigenous community reflecting Indigenous interests from across Canada, New Westminster is at the heart of what is today known as British Columbia's Lower Mainland.

New Westminster is currently one of the fastest growing municipalities in the region. It cherishes its diversity of cultures, compact size and quality of life. Residents share common values such as space that is safe, inclusive and welcoming to all citizens and visitors, and aspires to having its facilities and public realm both host and reflect the diversity of the City's unique population.

New Westminster's Public Art Policy lays out the foundation for creating a critical and engaging Public Art Program. The goals of this Policy promote and encourage diverse and inclusive opportunities that help animate the urban landscape, nurture civic dialogue and support the development and growth of the arts in the city.

The City of New Westminster is also embracing and prioritizing reconciliation with the local First Nations and the urban Indigenous communities, and the way forward is slowly taking shape. We recognize that public art is planned, developed and executed on the unceded territory of the Halkomelem speaking peoples and encourage approaches and artworks that are sensitive to this context and the ongoing impacts of colonialism.

### **SUBMISSION INFORMATION**

Please submit the following information in a single, multi-page document named **“Artist Roster”** followed by the **Artist’s Name**:

#### **1. Letter of Interest (Max 1 page)**

The Letter of Interest will outline who you are and your interest in this opportunity. Please include your background, connection to or interest in New Westminster and this call, qualifications and relevant experience. This is an opportunity for us to understand who you are, your art practice, previous relevant experience and interest in the project. Please do not submit a proposal at this stage.

#### **2. CV or Résumé (Max 2 pages)**

Include your cv or résumé summarizing your education, qualifications and previous experience along with current contact information such as email, telephone number and mailing address. Artist teams should include one page for each member.

#### **3. References**

Provide a minimum of two references who can speak to the quality of your work and relevant experience. Please include name, address, email and telephone number for each person.

#### **4. Images (Max 10)**

Provide examples of past work. Please include an annotated image list with dates and project details.

Submissions may be provided to the City either by email, uploaded to the City’s FTP site or delivered in hard copy, on or before the deadline for submissions, as follows:

- a) Email - PDF emailed submissions are preferred (the City will confirm receipt of emails). Please submit all required information in one (1) PDF file named **“Artist Roster”** followed by the **Artist’s Name** to [publicart@newwestcity.ca](mailto:publicart@newwestcity.ca). Note that the maximum file size the City can receive is 10Mb.
- b) Upload to FTP site: <https://fileshare.newwestcity.ca/filedrop/~eMrXGY>

- c) Hard Copy - Hard copy submissions consisting of a single, multi-page document can be delivered to the City in a sealed package addressed to:

**Artist Roster**

Attn: Quyen Hoang  
C/O: Main Reception Desk  
Anvil Centre, 777 Columbia Street  
New Westminster, BC V3M 1B6

**Application deadline**

Deadline to submit is **Friday, November 19, 2021, 4:30 pm (PST)**. Please note that hard copy application packages will not be returned.

**ARTIST SELECTION PROCESS**

The process will be undertaken by a Selection Panel comprised of artists, community members, arts professionals and one member from the PAAC (Public Art Advisory Committee). The panel will review applications and select up to 20 qualified artists for this program. Applications will be evaluated on qualifications, quality of past work, and ability to execute on past projects. References will also be checked.

As public art opportunities become available, City staff in consultation with stakeholders will select artists from the roster based on the requirements for each project.

**SELECTION CRITERIA**

All eligible submissions are reviewed by a selection panel who will assess the artist or artist teams based on how their submissions meet the following evaluation criteria:

**A. Letter of interest:**

- Why this opportunity appeals to the artist;
- How the artist's background and practice contribute to this project;
- Interest in or connection to New Westminster.

**B. Résumé or CV/ Examples of past work:**

- Demonstrated relevant experience;
- Demonstrated quality of past work.

**KEY DATES**

Call open	October 8, 2021
Deadline to apply	November 19, 2021

Projects awarded between January 2022 – January 2024

**APPLICATION SUPPORT**

Contact Quyen Hoang, Public & Community Art Coordinator [qhoang@newwestcity.ca](mailto:qhoang@newwestcity.ca)  
or at 604.636.3553 for questions and support.