

CITY OF LOS ANGELES DEPARTMENT OF RECREATION AND PARKS

Planning, Construction, and Maintenance Branch

Public Art Application (Rev. 08/2014)

Date: _____

1. Applicant: (Individual name or organization, address, email, telephone):

2. Project Title/Description (attach separate sheet if required):

3. Project Location/Street Address: _____

4. Council District of Project Location: _____

5. Artist(s) Information (attach separate sheet for multiple entries, if required):

Name: _____ Address: _____

Email(s): _____ Telephone(s): _____

6. Estimated Cost of Project (Materials, Labor, Insurance, etc.): _____

7. Expected Length of Time for Installation: _____

8. Expected Lifespan of Project: (3 years, 5 years, 7 years, other,) 10 year maximum: _____

9. Who will be responsible for maintaining the project during its lifespan? (attach separate sheet if required)

Name: _____ Address: _____

Email: _____ Telephone: _____

10. Do you have a signed contract with the artist regarding the proposed project? Y or N

11. Do you have a signed contract with the artist addressing the duration the project will remain in place, project maintenance, and/or removal of the project from park property? Y or N

12. If “Yes” to either of 10 or 11 above, please attach one (1) copy of each contract.

13. See “Required Documentation” sheet for additional information and requirements.

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Public Art Proposal Required Documentation (Rev. 08/2014)

All requested items and copies of requested documents must be submitted to RAP before an application can be processed and scheduled for an initial review.

- A. Application Form;
- B. Artist(s) Resume(s) – please be sure the resumes list other past public art projects the artists have done, with descriptions, locations, and dates of each project.
- C. Relevant Press – one review (one page maximum) of the artist’s work or the applicant’s work.
- D. Written Narrative (maximum two pages) – in the order they appear below. Please address and include a description of the following items:
 - 1. Funding Source(s) – Identify all funding sources such as grants, fund-raised monies, or donations and include whether these funds are committed or proposed.
 - 2. Artist Selection Process – How was the artist selected? How many artists were interviewed/considered?
 - 3. Design – How was it derived?
 - 4. Community Context – How does the design fit within the existing environment in terms of size, color, surrounding building types, materials, theme, community culture or architectural design, etc.
 - 5. Production Process – How will the proposed wall/area be prepared? What type of medium will be used? Who will do the actual production – the artist, the artist and assistants, or the artist and students?
 - 6. Maintenance – Identify (name, address, email, telephone) the individual who will arrange to have the project cleaned and/or repaired. With what funds and for how long is this maintenance commitment? Describe the process you have developed to maintain the installation over its lifespan. Attach a signed letter or other documentation from the individual responsible for this maintenance commitment indicating his/her acceptance of this responsibility.
 - 7. Agreement Regarding Anti-Graffiti Coating – Application of an anti-graffiti coating is mandatory. Attach a letter or other correspondence showing that an anti-graffiti coating has been arranged.
- E. Detailed Sketch and/or Drawing – Colors and details must be accurately indicated and rendering must be to scale. Indicate the precise area of the park where the project is proposed. Provide a photograph of the proposed location with an overlay of the proposed project at scale. (7 copies)
- F. Color Photographs of the Site and Surroundings – Show adjacent buildings, buildings across the street, and local landmarks that indicate the flavor of the neighborhood. (7 copies)