



Bronx Council on the Arts | Bronx Terminal Market

Bronx Terminal Market Pedestrian Bridge Art Project

2013 APPLICATION (Includes Guidelines & Application)

Scope of Services

All applicants will submit an application including the following:

1. Application Form
2. Cover Letter
3. CV/Resume of professional background and experience (artist bios are not acceptable)
4. Work samples and annotated image list
5. 1 page written design concept
6. 2D schematic design concept
7. Proposed budget (please reference the total project budget for guidance)
8. 2 Professional References

Other Requirements

The artist is required to present original artwork. Artist(s) will maintain image ownership and copyright of their artistic design concept, however Bronx Council on the Arts | Bronx Terminal Market reserves the rights to incorporate images from the project and work(s) in any and all marketing and public relations materials as deemed necessary and appropriate.

Submission Deadline

Tuesday, April 30, 2013. Submissions must be received by 6:00pm. Mailed applications must be postmarked by April 30, 2013.

Submission Requirements

Application Form: All applications and required supplemental materials, must be submitted, either in person or mailed, to Longwood Art Gallery @ Hostos Community College, 450 Grand Concourse (at 149th Street), Bronx, NY 10451. Be sure to include your full Legal Name (and other Professional Name as applicable), address, daytime telephone number, email and website addresses/URLs.

Cover Letter: describing how this project relates to your past work, and how you would approach the project if you were to be awarded the commission. This letter should not exceed one (1) page.

Resume: current artistic resume highlighting your experience to include site-specific and public art commissions.

Design concept: 1 well written description of the proposed Bronx Terminal Market Pedestrian Bridge design concept. Description should include artwork title, materials and media used. The design concept should not exceed one (1) page.

2D Schematic Concept: Create a 2-d schematic concept of the art design that you are proposing. The 2-d concept should present a meaningful representation of the proposed artwork.

Work Samples:

- Submitted on either CD/DVD or thumb | flash drive. You may also email images to longwood@bronxarts.org with "Bronx Terminal Market Pedestrian Bridge Project" in the subject line, no later than Tuesday, April 30, 2013, 6:00pm.
- Submit up to 10 DIGITAL images of previous artwork (minimum of 5 images). Digital images should be submitted as JPGs. Image size: 1240 pixels x 1240 pixels, 300 dpi resolution.
- For Media arts (film, digital, animation): video files on CD or DVD must be in MP4 format and no longer than 1gb (1024 mb).
- For sound, CDs must include track, minute and second where you want the panel to begin listening to your work.
- Submit only "High" quality JPGs (do not use gifs, tiffs or other formats). Each file must be labeled with a number indicating the viewing order, followed by the artist's last name. The numbers must correspond to the accompanying **Image List**. Example: 01_Jones; 02_Jones. If using Mac OS 8 or 9 include a ".jpg" extension at the end of each image. Example: 01_Jones.jpg.
- Do not embed images into PowerPoint or other document formats.

Annotated Image List: A complete list of images that include a corresponding image number, title, medium, dimensions, description, date of work, location and budget. The numbers must correspond to the accompanying work samples.

References: Provide a list of two (2) professional references that have an intimate knowledge of your work and working methods. The list must include physical and email addresses and telephone numbers

How to Apply: Artists interested in applying to the Bronx Terminal Market Pedestrian Bridge Project must prepare and submit all requisite materials including the attached application form, and hand-delivered to our Longwood Art Gallery @ Hostos College location by the April 30th deadline. **If mailing your application, please be sure to postmark your package no later than April 30th.**

Longwood Art Gallery @ Hostos is located at 450 Grand Concourse, near the corner of East 149th Street, Bronx, NY 10451. The nearest subway: 2, 4, 5 to 149th Street/Grand Concourse. The nearest buses: Bx1, Bx2, Bx19 to 149th Street/Grand Concourse.

Applying for the project is free of charge.

Project Schedule

April 1, 2013	Call for Artists Issued
April 30, 2013	Submission Deadline
May 31, 2013	Artist Selection Panel
June 12, 2013	Announcement of Final Artist(s)
June 2013	Production begins
Fall 2013	Artworks installed

Application Checklist

Please ensure that the following items are uploaded to the Online Application by the deadline date:

- ___ Application form
- ___ Cover Letter
- ___ Resume
- ___ Written Design Concept
- ___ 2D Schematic Design Concept
- ___ Work Sample
- ___ Annotated Image List
- ___ Proposed Budget
- ___ References

IMPORTANT NOTES:

Applications missing required parts listed in this RFP will be rendered ineligible for consideration of the project.

Application materials will **NOT** be returned to the applicant (you). Please submit **ONLY** copies of images and files. All materials will be recycled.



2013 APPLICATION

Due date for this form is Tuesday, April 30, 2013 at 5 PM. This form will not be available after the due date & time.

Support materials must be mailed & postmarked by Tuesday, April 30, 2013 or can be hand delivered to a Bronx Council on the Arts location: 1738 Hone Ave or Longwood Art Gallery @ Hostos Community College by 5:00pm.

For assistance, contact: longwood@bronxarts.org (718) 518-6700, or (718) 931-9500, ext. 22.

Obtain your district numbers by visiting: http://www.lwvnyc.org/TRY_find.html or call the League of Womens Voters at (212) 725-3541 or (212) 213-5286 or the Community Affairs Office at the Borough President's Office at (718) 590-6005 for community planning board numbers.

CONTACT INFORMATION

First Name: _____

Last Name: _____

Group or Organizational Name: _____

Street Address #1 _____

Street Address #2 _____

City _____

State _____

Zip _____

If mailing address is different, please list below:

Street Address #1 _____

Street Address #2 _____

City _____

State _____

Zip _____

Phone (xxx-xxx-xxxx): _____

Email (ex. you@domain.com): _____

Website: http:_____

Have you received a fellowship, award or grant in 2011-2013?

If yes, please provide the name and amount received (example: MacArthur Award - \$20,000)

DISTRICTS

Congressional District #:_____

State Senate #:_____

State Assembly #:_____

City Council #:_____

CATEGORY

Please choose all that apply: 2d____ 3d____ Design____

DISCIPLINE

Discipline(s): choose all that apply:

____ Drawing

____ Painting

____ Photography

____ Mixed Media

- _____ Installation Art
- _____ Performance Art
- _____ Sculpture
- _____ Architecture
- _____ Graphic Design
- _____ Environmental Design/Art

PLEASE COMPLETE THE ATTACHED IMAGE ANNOTATION SHEET AND SUBMIT WITH ALL MATERIALS TO ENSURE ELIGIBILITY.

THANK YOU.