



COMMUNITY INITIATED PUBLIC ART APPLICATION



Learn More:

burlingtonpublicart.com/community



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About Community Initiated Public Art

Are you interested in creating a public art project in your neighbourhood? The City of Burlington public art program is committed to supporting community-led projects by providing public art advice and, where applicable, access to City-owned parks and facilities.

What types of projects will be considered?

A wide variety of projects will be considered. The goal of this program is to support community and/or artist-led projects that happen in public space. Community public art projects can include, but are not limited to:

- Murals (interior or exterior)
- Two-dimensional works such as mosaics, surface treatments, etc.
- Free-standing sculpture
- Temporary art installations
- Video and light-based artworks (digital projections and lighting)
- Artist-designed functional art (benches, bike racks, light standards or other streetscape amenities)

Can I apply for funding to support my project?

The public art program does not provide funding for community-initiated public art projects. Applicants are encouraged to seek funding through including external grants, sponsorship or fundraising. In some cases, applicants may be eligible to apply to the Burlington Arts and Culture Fund (BACF) or the Neighbourhood Community Matching Fund (NCMF). More information about these programs can be found at the following links:

- BACF: burlington.ca/artsandculturefund
- NCMF: burlington.ca/matchingfund

Do I need to apply if my project is on private property?

No, this application is only for projects that are proposed to take place on City-owned property. Individuals or businesses wishing to install public art on private property must ensure that they adhere all applicable by-law standards and obtain any necessary building permits, etc. The City of Burlington supports public art on privately owned publicly-accessible spaces through the [Private Sector Public Art Policy](#). Please contact Kim.Selman@burlington.ca for more information.

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How do I apply?

If you would like to lead a community public art project, the first step is completing this application package. A staff member will contact you to outline the application review process and discuss next steps.

This application form may be filled out online at: burlingtonpublicart.com/community or you may email the requested information to Kim.Selman@burlington.ca

Application Package

This application has a rolling deadline (i.e., there is no set application deadline). Applications will be reviewed on a case-by-case basis at the regularly scheduled, bimonthly public art meetings. Please submit the following information:

Project Information:

1. Project Name / Title
2. Please describe the artwork concept. What are the goals of this project? **(500 words maximum)**
3. How will this project benefit the community? **(500 words maximum)**
4. How will the artwork be made? Please include the following information:
 - a. Materials
 - b. How will the artwork be installed?
 - c. Who is doing the work? Please list any artists, fabricators, sub-contractors that will be involved in the project.
5. What is your proposed location for the artwork (i.e. park name, street address, etc.)? Please be as specific as possible. Where possible, please attach a photo of the exact location proposed.
6. Are you currently working with other City of Burlington departments on this project? If yes, who is your contact person?

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Artwork Care & Maintenance:

All artwork installed on public property must be adequately maintained to ensure public safety. The City of Burlington does not provide funds to maintain Community Initiated Public Art Projects or resources to de-install, remove or dispose of projects at their completion. Please provide the following information:

1. What is the length of time that the proposed artwork will be on display?
2. If your project is short-term (under 1 year in length), please outline your plans to de-install / remove the artwork at the end of the display period? **(250 words maximum)**
3. If your project is long-term (over 1 year in length), please outline your plans to maintain the artwork. **(250 words maximum)**

Budget

The public art program is not able to provide financial support of Community Initiated Public Art Projects however, in some instances, will be able to provide support via access to City-owned facilities, parks, etc. or through advice and project support from our staff.

1. Please outline what (if any) support from City staff is required. **(250 words maximum)**
2. Using the budget sheet on the following page, please provide a preliminary project budget. Please fill out the form with as much detail as possible.

Contact Us

If you have any questions about this application, please do not hesitate to contact:

Kim Selman

Arts and Culture Planner

Recreation, Community and Culture

Phone: 905-515-9334

Email: Kim.Selman@burlington.ca

BUDGET FORM

Expenditures	Details	Estimated Cost
Administration costs (i.e. permits, documentation, etc.)		
Advertising costs (if applicable)		
Artist Fees		
Materials and fabrication		
Transportation and installation		
Insurance and maintenance costs		
Community engagement (i.e. launch event, room rentals, etc.)		
Contingency funds (suggest 5-10% of total budget)		
Other (please specify)		
Total Expenditures		

Revenue	Value (estimated)	Source Please note if source is confirmed or requested	Cash or In-Kind Contribution Please note if value is in cash or in-kind
Grant(s)			
Gifts / Donations			
Sponsorships			
Other (please specify)			
Total Revenue			