



**SACRAMENTO ARTISTS IN COMMUNITY
RESIDENCY PROGRAM
REQUEST FOR QUALIFICATIONS (RFQ)**

Sacramento Metropolitan Arts Commission and Sacramento's Department of Youth, Parks & Community Enrichment invite artists to submit Requests for Qualifications (RFQs) for its 2019-20 Artist-in-Residence Program to be held at eight Sacramento Community Centers and/or community-based locations.

RFQ Release Date: August 29, 2019

RFQ Submission Deadline: September 30, 2019

Project Description

Sacramento Artists-in-Residence (Sacramento AIR) is a one-year pilot program in which artists, community members, and the City of Sacramento staff collaborate at the intersection of community building, social practice, and art to explore and reframe the ways in which we use our public space and the interactions that take place there.

For this first round of Sacramento AIR, four to eight artists-in-residence will be chosen to work together with City staff and communities to co-design proposals that will culminate in eight total projects, one located in every City Council District. Artists will work with participants at the community site to co-create the residency and resulting project, with each project tailored to the community and environment in which it will take place. Resident artists may work with adults, seniors, and/or children, depending on the needs and interests of the community site. **In all residencies, community members will be active participants and co-creators in the project.**

Artists will have an opportunity to be considered for up to two residencies, as appropriate.

As a member of the Sacramento AIR cohort, participating artists will be paid a stipend, be provided with materials and expenses budget, and have access to space for production or performance and engagement with community members. Artists will also have access to workshops focused on professional development and technical assistance. These are meant to help each artist grow in their work and provide literacy in topics ranging from community engagement, teaching artistry, and social practice through a lens of Cultural Equity. Access to these workshops will ensure that each artist is equipped with the proper skillset needed to thrive in this environment. It also arms artists with the

necessary tools to maneuver with cultural sensitivity when working in community in order to provide the most fruitful and authentic residency experience possible.

Artist Eligibility

Artists working in all media are encouraged to apply; however, seasoned artists with organizational experience and firsthand knowledge of cultures and communities in the city of Sacramento are preferred. Selected artists should be available and prepared to attend orientation sessions in October and two to three workshops over the course of the residency. Selected artists will also be invited to attend and participate in lectures, panels, and/or events throughout the year.

Project Context

In June 2018, the City of Sacramento publicly launched Creative Edge, Sacramento's plan for arts, culture, and the creative economy. During its planning year more than 1,700 residents participated in surveys and phone calls and nearly a thousand more attended discussion groups, community forums, interviews, and town hall meetings to provide input into what was Sacramento's vision for the future of arts, culture, and creativity.

The Creative Edge plan includes six goals in service of fulfilling the community's vision for its arts, cultural and creative future. They are:

Goal 1: Provide arts education to all Sacramento's children and youth.

Goal 2: Advance cultural equity for all Sacramento's diverse populations.

Goal 3: Build upon and expand Sacramento's unique creative economy

Goal 4: Enable Sacramento artists and creatives to thrive in their work and to provide creative leadership in the community.

Goal 5: Celebrate and infuse all Sacramento neighborhoods and districts with arts and culture

Goal 6: Expand and solidify Sacramento's investment in arts and culture.

While an Artist in Residence program can advance each of these goals, the starting point for implementation is with Goal 5. The Sacramento Artist-in-Residence Program articulates a vision for the City that has arts and artists at the core of what we do. We embrace the fact that all people have impulse to engage in creative expression and that we cannot be a thriving City unless we fully support artists. Sacramento AIR is one way we bring the Creative Edge Plan to life and incorporate the creativity of artists into the work of our communities.

Our primary collaborative partner in this project is the City of Sacramento Department of Youth, Parks, & Community Enrichment (YPCE) YPCE oversees activities at sixteen Community Centers located throughout the city, each offering programs that cater to the unique needs and interests of its community. Most Centers feature programs for youth – including arts, sports, and fitness – while many offer activities and services to adults and seniors. Additionally, YPCE manages programs in a number of other community locations, including parks, libraries, and recreation facilities. Together, SMAC and YPCE will identify community sites best suited for a meaningful residency experience.

Structure and Anticipated Timeline

Sacramento AIR will be six to eight months in length, including an October orientation with a formal November start to the residency. During orientation, artists will participate in a workshop to strengthen their knowledge of social practice, working with vulnerable communities, seniors, and youth, and working with a City agency.

Month/Date Activity

Aug 2019	Release Call/RFQ, Draft schedule for workshops
Sep 2019	Close RFQ
Oct 2019	Review/Interview/Finalize Contracts Workshop(s)
Nov 2019	Artists research needs of centers and surrounding communities Artists refine residency based on research Public presentations of work
Feb 2019	Mid-way check-in and public presentations Mid-way Evaluation & Adjustment
May 2019	Wrap-up and evaluation; culminating event

AIR Locations

(Final sites are still under consideration and will be announced on August 29. One residency will be housed in each of the City's eight Council Districts.)

Project Budget

In total, artists' awards are allotted as follows:

\$15,000 fee awarded for each site, with a maximum number of 2 sites per artist, and paid in scheduled installments to selected artists for project design, implementation and oversight.

Project budget is inclusive of materials and services.

The artist fee and project budget include all expenses associated with insurance, labor, materials, contracted services, meetings, and travel required to complete the project through implementation. Any subcontractors required by the artist must be compensated out of the project budget, unless negotiated otherwise. Any expense that exceeds this amount would be the artist's responsibility, unless negotiated otherwise.

Scope of Work for Project Design and Implementation

Upon award of the contract, artists will begin work on their residencies, including but not limited to the following scope of work:

- Weekly hours at community site to work with site staff and community participants
- Attendance at scheduled workshops
- Regular community meetings at center to communicate and document proposed project
- Coordination meetings as required with project team
- Sacramento AIR statement of intentions and project proposal, to be finalized and publicly presented in November 2019
- Periodic progress updates and budget estimates

Please keep in mind that the City of Sacramento requires general liability insurance coverage for contractors to protect both the City and the contractor. Depending on the proposed project, artists may also be responsible for obtaining appropriate City permissions.

Application Selection Process and Criteria

An Artist Selection Committee, which will review responses to the Request for Qualifications, will be comprised of staff representatives from the City of Sacramento, arts administrators, artists, creatives, and communities served. Once applications are reviewed, a select number of qualified candidates will be interviewed by the committee.

Selection considerations:

Artists' work shows a strong, clear artistic vision. Artist has demonstrated organizational experience. Artist has firsthand knowledge of cultures and/or communities in Sacramento. Artist's work is mission driven or demonstrates interest in social practice. Artist has the ability to work across cultures. Artist's artform or discipline is appropriate for the populations served and the sites available. Artist likes to collaborate and work with the public.

Fluidity of Residency and Amendments

Applicants must understand that residencies are fluid and dynamic and are subject to change. Artists should incorporate feedback from partners and AIR administrative support when applicable. Sacramento AIR holds the right to make amendments to the structure, timeline and content of each artist's residency, or the overall residency system in order to uphold the well being of the community, partnering Community Centers, YPCE and the Sacramento Metropolitan Arts Commission.

Application (RFQ)

Portal to submit (in accordance with Procurement guidelines) Submittables

The application includes:

- Letter of Interest

- Resume or Curriculum Vitae
 - This should include artistic and teaching experiences (if applicable)
- Artist Statement (brief, written description of your work to give panel understanding and help to contextualize the work)
- At least one and up to three artist work samples (MP3, web link, etc.)
 - Log sheet listing each work sample with a brief introduction and instructions on where to begin (for video and audio, if applicable). No more than 5 total minutes will be reviewed.
- Answers to application questions (sample list below)

Application Questions:

- Name
- Art Form/Discipline
- Contact Info
- Brief description and history of yourself as a professional artist and/or as a teaching artist
- Populations/age ranges you have worked with
- Describe your experience working in a community setting or with specific populations
- Experience working collaboratively
- Letters of support (if appropriate, not required)
- Council District(s) in which you would like to work. Please list no more than two. (Artists may not be designated to work in the Council District they select. Your preference of Council District in no way jeopardizes your application.)

Contact:

Melissa Cirone, Arts Education Programs, Sacramento Metropolitan Arts Commission
mcirone@cityofsacramento.org 916.808.3983