



Call for Proposals

Halton Municipalities: Culture Days Artist Project

I. Artist Opportunity

The Municipalities of Halton and Halton Region Heritage Services are commissioning a multidisciplinary artist, artist team or artist collective to lead an interactive cultural activity as part of Culture Days 2024.

II. Project Overview

The project invites artists, artist teams, and collectives to submit their proposals to lead a participatory program, project, or workshop as part of Culture Days. Proposals may include interactive art projects, hands-on workshops, and/or interactive performances. The project should be participatory in nature, take place between September 20 and October 13, and be offered in each of the four regional municipalities.

III. Background

Culture Days is an annual celebration of arts, culture, and creativity. Taking place from September 20 to October 13, 2024, Culture Days aims to increase community access, provide hands-on participation and highlight the importance of arts and culture in our communities. Every year, free, participatory arts and cultural events are offered as part of the celebration, encouraging participants to create, share, and celebrate a life enriched by arts and culture. The Halton Region's 50th anniversary will coincide with the festival this year!

IV. Project Requirements:

In order to be considered, projects should:

- Include a community-based activity in each of the four municipalities (Burlington, Halton Hills, Milton, and Oakville), with a connection to the Halton Region as a whole.
- Be clearly tied to Culture Days, celebrate Halton's 50th anniversary, and foster a sense of unity and collaboration within the community.
- Take place indoors.
- Be engaging and offer a platform for individuals to express themselves and contribute to a larger dialogue about the theme of home and belonging.
- Be designed as drop-in style for large group participation.

Examples of projects could include but are not limited to a collaborative mural, an interactive artwork, music or dance performance.

V. Project Timeline

Deadline	Activity
July 3, 2024	Call for artists/proposals is released
July 15, 2024	Online information session, Noon and 6:30 p.m.
July 31, 2024	Call closes at 4 p.m.
August 15, 2024	Successful project is selected; artist enters into a contract with the municipalities of Halton.
August 16 - September 19, 2024	Planning and coordination with the municipalities
September 20 - October 13, 2024	Project is implemented on four different dates, one in each municipality, as part of the Halton Culture Days programming.
October 14 - November 15, 2024	Artist to report as required by the selection committee.

The schedule above is provided as a guideline and is subject to change.

VI. Budget

Total project budget of \$6,000 (including HST) Canadian dollars*.

- \$4,000 artist commission (4 workshops)
- \$2,000 material costs (\$500 for each location)

*This fee includes (but is not limited to): the preparation and submission of the proposal, coordination and technical consultations including approvals or other expertise as required, preparation of any information, materials and/or documentation, attendance at the four Culture Days events, travel to the sites and meetings as required, project delivery and relevant materials.

VII. Eligibility and Selection Process

This opportunity is open to individual Halton-based artists, artist teams, and artist collectives living in Oakville, Burlington, Halton Hills and/or Milton. Applicants must have community arts experience and champion community engagement. The project should be participatory in nature, will take place in all four Halton communities between September 20 and October 13, 2024, and be free to attend.

Artists must be 18 years of age or older.

This opportunity is not open to established not-for profit groups and organizations.

A selection panel comprised of local artists, arts professionals and community members from the Halton Region will review all applications and select the successful project to move forward. The successful applicant will then work with staff to coordinate the logistics of the project in each municipality.

VIII. Copyright

By making a submission to this call, the artist guarantees that designs and artwork project submitted are their own original creations and do not infringe upon the copyright of any other individual or group.

IX. How to Apply

The deadline for submission is July 31, 2024 to culture@haltonhills.ca.

For more information and to apply, please visit haltonhills.ca/callforartists.

Application submissions must include:

1. **Project Proposal:** Please submit a detailed, written project proposal (**400 words maximum**) that outlines your intentions and approach. This should include:
 - a. what kind of project/program you will deliver
 - b. how you plan to engage the community, collaborate, and interact with the public
 - c. the connection to Culture Days and the Halton Region
 - d. how you plan to lead your activity (materials and method)
 - e. proposed outcomes, including number of participants
 - f. length of time the activity will take at each site.

2. **Budget:** a budget of all anticipated project costs. This is intended to be preliminary in nature and, if successful, will be finalized upon acceptance of the proposal. The project

includes a \$4,000 artist commission and material costs up to \$2000. The project will take place at pre-determined locations in Burlington, Halton Hills, Milton and Oakville.

3. **Biography:** outlining relevant interests, experience and qualifications of the artist or artist team. Specify experience related to community arts programming. If you are submitting as part of a team, please include the biographies of all members **(250 words maximum)**.
4. **Artwork/Project Samples:** six images maximum of past artwork, or community projects and/or programming. Tell us about your artwork/project samples. Include title of artwork/event, materials, dimensions, date and location of the artwork or project, if applicable. Images should be representative of your past work. All images must be in JPEG format.

If files are too large to submit over email, please submit using a file share link.

5. **Curriculum Vitae:** Outline recent qualifications and artistic activities **(2 pages maximum)** including your address of residence and/or artist studio, and current contact information.
6. **Signed Artist Declaration:** Enclosed, page 6.

X. Award: One commission available (\$4,000 plus material costs up to \$2000)

Projects are to be evaluated using the following selection criteria:

Criteria	Point Value
1. Overall artistic strength and creativity of the proposed project.	10 points
2. The level of public access to, and engagement with, the project through placemaking or community engaged practice.	10 points
3. Demonstrated ability of artist(s) to deliver fully realized projects.	5 points

XI. Publication of Competition Information:

The Region and participating municipalities shall have the exclusive right to issue all public announcements regarding the competition.

XII. Copyright and Ownership of Artistic Products:

The artist retains copyright of their work. The Region and participating Halton municipalities reserve the right to use images of the successful work for promotions and marketing purposes.

XI. Contact:

Pearl Schachter
Cultural Program Producer
pschachter@haltonhills.ca
905-691-0382

XII. Artist Declaration:

The following Declaration is to be signed by the Artist or Artist Team and submitted as part of their proposal package:

I/We hereby declare that the information provided herein is true and correct to the best of my/our knowledge.

Name: _____

Preferred Pronouns: _____

Signature: _____

Date: _____

Name: _____

Preferred Pronouns: _____

Signature: _____

Date: _____

Name: _____

Preferred Pronouns: _____

Signature: _____

Date: _____