

Frequently Asked Questions: Creative CityMaking Call for Artists

Listed below are frequently asked questions about the Creative CityMaking call for artists, including questions asked at the information sessions and received at CreativeCityMaking@gmail.com.

Updated October 27, 2018

General Questions (project-specific questions listed further below)

Q: When are applications due?

A: November 1 **at noon**. Submit applications to CreativeCityMaking@gmail.com according to the application process instructions listed in the call for artists.

Q: Where can I find the call for artists application instructions?

A: In the call for artists PDF at <http://www.minneapolismn.gov/coordinator/arts/acce>.

Q: Can we apply for more than one (1) project opportunity?

A: Yes, but you must submit a separate application for each project opportunity. For example, if you decide to apply for all three (3) projects, you must submit three (3) separate applications.

Q: Can a team of more than two (2) people apply?

A: One (1) individual or a team of up to two (2) people may apply. Support for the project will be developed as a team including photography and videography documentation support across all projects.

Q: If working with students, how would we pay them?

A: This is a to be a team decision (the artist(s), project department, and ACCE program staff). There is up to \$30,000 for the artist(s) plus a budget of up to \$10,000 for materials. The specifics of the materials budget will be decided by the team.

Q: What's the core of this work?

A: The core of Creative CityMaking is to pair staff in City of Minneapolis departments with experienced community artists to advance the City's goal of eliminating economic and racial disparities. Creative CityMaking artists lead creative and artistic community engagement with underserved/underrepresented communities that connects with City of Minneapolis departmental goals, work, and challenges.

Q: Are you looking for art that is temporary or permanent?

A: Because this program is grant-funded, and we are not the City of Minneapolis Public Art program, the City's Arts, Culture and Creative Economy program can not commission public art. If there is public art, whoever commissions it has to maintain it. Creative CityMaking (CCM)

artists work can include a product, or be all process-oriented work. CCM artist applicants are not required to propose or create a product.

Q: Is there a word limit on answers to questions?

A: No, but the work sample descriptions are limited to 250 words per sample.

Q: When answering the application questions, is it about highlighting your skills instead of having the project figured out?

A: Yes, the answers should be about highlighting your skills. The answers do not need to be the details of what you plan to do. We are not asking for a project proposal. We are looking for how you can apply your unique skills, experience, and art and community based work in partnership with a City department to help that department advance their goals and advance the City's goal of eliminating racial and economic disparities.

Q: If applying as a team, do all work samples need to be work we've done together?

A: At least half of the samples need to be work you've done together as a team.

Q: When does the 12-month period start?

A: We are aiming to have artists selected and start working February/March 2019.

Q: What type of art are you looking for?

A: CCM artists come from many disciplines, including but not limited to: visual arts, performing arts, literary arts, media arts, graphic design, process design, interdisciplinary and/or multidisciplinary arts. We are asking artists to think about creative ways to engage with the community regardless of the artistic discipline.

Q: Is this an annual program?

A: Currently the program is funded through the Kresge Foundation through April 2020.

Q: I got a mailing about the call for artists, but I received it the week of October 22. What happened?

A: Thank you for your questions, patience and understanding regarding the specific mailing part of the process. We shared the Call for Artists in multiple ways including the ACCE newsletter, City and departmental communications, arts and arts based organizations, neighborhood associations, posting on job boards, and much more in the beginning of October. Unfortunately, there was a major delay from the mailing provider which did not meet our deadline for mailing. We apologize for this and we are working to rectify this by providing two additional community office hours where you can drop in during those hours to ask questions and learn more. Please join us for the following community office hours:

Tuesday, October 30

7:30-9:30 a.m. AND 4:00-6:00 p.m.

Riverview Café, 3753 42nd Ave. South, Minneapolis, MN 55406

Also, please note, that questions we have received throughout the process via email and including those asked during information sessions are answered in this Frequently Asked Questions document.

Q: For underrepresented/underserved communities how is “youth” defined?

A: This may vary by project. It is important for the artists, the ACCE staff, and project department to have an ongoing discussion regarding engagement and working with underrepresented and underserved communities.

Q. What is the expectation for working hours and location?

A: The artist(s) will be working with the City under a contract. The policy is that contractors work in their own physical space as the City of Minneapolis does not provide office space at this time. We have and plan to continue to explore creative ways to utilize space both within City Hall and throughout communities across Minneapolis.

Work is not hourly, but based on deliverables. Deliverables are decided on by the team (CCM artist(s), ACCE program staff, and project department) after the artist(s) comes on board. For example, the first deliverable could be a workplan and the following deliverables are City and community based.

Q: Would It be allowed for the (lead) artist to contract a design studio providing financial/budgeting, technical support and project management assistance to lead the artist throughout the project?

A: This is not out of the question but also not guaranteed. There are number of factors that will impact this including the project, budget, departmental staff, administration, and the need/goal of contracting a design studio. We work with CCM Artists to develop the support that is needed for the project within the constraints of the project.

Q: How much time are artists traditionally participating in meetings (with city personnel) during the one year timeline?

A: This is dependent on the project.

Q: Will artists have access to City equipment?

A: All CCM Artists are considered under contract. Contract workers with the City of Minneapolis do not have access to City equipment. There is a materials budget and we work with CCM Artists to provide administrative and other resources to support the work.

Q: For projects, do you need to focus on all demographics in a community?

A: No. We provide background information for you to see possibilities in the work, however, we do not require focus on all demographics in a community.

Q: Are you looking for artists to be a “buffer” between residents and the City?

A: No. Please see the goals of the CCM program on page 2 and artist program responsibilities on page 4 of the Call for Artists.

Project-specific questions

Midtown Greenway

Q: Where can I find the Midtown Community Works information shared at the information session highlight the Midtown Greenway project?

A: A link to the Midtown Community Works summary shared at the October 24 information session can be found at <http://www.minneapolismn.gov/coordinator/arts/acce>.

Additional information:

[Making the Connection study summary](#) (PDF)

[Making the Connection full study](#) (PDF)

[Midtown Community Works webpage](#) which contains even more reports and studies at the bottom of the page.

Q: For the Midtown Greenway project is wayfinding going to happen?

A: Yes, but how CCM Artists contribute to wayfinding is open to many possibilities. We are not looking specifically for artists to design physical wayfinding signage. We are looking for artists to bring their skills, creative practice, process and more to addressing the specific challenges and meet one or more of the goals of the project as defined in the Call for Artists as well as the information via links in the preceding question.

Q: For the Midtown Greenway project community engagement are there teams of people we're working with; bringing in volunteers?

A: It's up to you. There are a lot of partners in the Greenway that we will be able to explore how we can work together to advance the project.

Q: For the Midtown Greenway, who are the project partners?

A: The partners include, but are not limited to, Midtown Community Works, the Lake Street Council, neighborhood organizations, non-profits, and the Midtown Greenway Coalition. The Midtown Greenway Coalition is also connected to cycling organizations.

Q: For the Midtown Greenway project is the supplies budget for permanent physical wayfinding?

A: No, the supplies budget is for the process. The process can include an art product, but it is not a requirement. Also, wayfinding is a goal, but not the only goal. There are multiple additional goals as included in the Call for Artists and in the documentation via links provided in these Frequently Asked Questions.

2020 Census

Q: Where can I find more information about the 2020 Census Complete Count Committee and their role in Census 2020?

A: <http://www.minneapolismn.gov/census/index.htm>

Q: For the Census, who actually does the counting?

A: The Federal Government. The City will supplement their work through a Complete Count Committee. The State will also supplement their work. The Federal Government and the City's Communication department will have their own strategy around communication. We would like artists to be involved with the Complete Count Committee. Please see the project opportunity on page 9 of the Call for Artists.

Q: When is the Census?

A: April 1, 2020. There is work that needs to be done prior to the Census, including building awareness, in 2019.

Green Zones

Q: Where can I find information about the Southside Green Zone?

A: <http://minneapolismn.gov/sustainability/policies/WCMSP-201314> (including the draft Work Plan and priority action items).

A link to "Southside GZ Community Report," the final report from the Engagement Team (Hope Community and Land Stewardship Project), can be found at <http://www.minneapolismn.gov/coordinator/arts/acce>.

Q: For Green Zones: What is the make-up of the taskforce?

A: Residents, business representatives, organizational staff from the community, and City staff. There are 12 community representatives and four (4) City employees. The four (4) City employee representatives are non-voting.

Q: Is the Green Zones project opportunity trying to address all of the challenges, or just one?

A. Would like the artist(s) to bring their expertise to this work. CCM Artists will likely focus on one or a few of the project challenges, not all of the challenges. We shared the background information for your reference and the project will focus on one or a few of these challenges as determined by the team.

Q: What is the goal of the Green Zones project?

A: Looking for support in the Southside Green Zone to engage more residents. For all projects, one area we are seeking artists is to help bring more people into the process with creative strategies; especially people that aren't typically engaged with policymaking, the City of Minneapolis, or other aspects of government

Q: For the Green Zones project do you hope to cover all 14 priority action items?

A: No, the priority action items were only shared for context. The artists don't have to focus on any of them. An important aspect of this work is increasing involvement for people in the areas they are most interested in participating for the Green Zones.