

Retired Works Programs Application



Purpose:

The Retired Works Programs are designed for pieces of public art that have been retired from public view. Artwork may be retired for any of the following reasons:

- The artwork cannot be re-sited or re-siting would not be appropriate;
- A work is not, or is only rarely, on display because of lack of a suitable site;
- The condition or security of the artwork cannot be reasonably guaranteed;
- The artwork has been damaged or has deteriorated and repair is impractical or unfeasible;
- The artwork endangers public safety;
- In the case of site-specific artwork, the artwork is destroyed or its impact negated by alteration of its relationship to the site;
- The artwork has been determined to be significantly incompatible or inferior in the context of the Permanent Collection;
- The city wishes to replace the artwork with work of more significance by the same artist;
- The artwork requires excessive maintenance or has faults of design or workmanship;
- There has been sustained and overwhelming public objection to the artwork;
- The period for the artwork's existence as agreed to by the artist and city is at an end;
- The perceived value of the artwork has been acquired.

Program Options:

- *Donation Program:* This program allows for federally registered not-for-profits or educational facilities to apply to have a piece of art from the city's Permanent Portable Collection. This program is specifically for registered 501(c)3 or educational facilities.
- *Loan Program:* This program allows for federally registered not-for-profits or educational facilities to apply to have a piece of art from the city's Permanent Portable Collection for a period of time. The piece would be on display at the organization's location temporarily. This program is specifically for registered 501(c)3 or educational facilities.
- *Return Program:* This program is to allow the originating artist of a piece of artwork that is owned by the city of Elgin, to reclaim that artwork for another purpose. This program is specifically for the originating artist(s).

Process:

The completed application will be reviewed by the Elgin Cultural Arts Commission (ECAC). The city of Elgin's ownership of the artwork shall be confirmed prior to the review of the completed application by the ECAC. Not all criteria apply to all applications. Applications will be evaluated based on the following criteria:

- Purpose of the request: does the request benefit the community or it's members? In what capacity? Does the proposal benefit any audience of the work?
- Impact of the request: Who is the intended audience? Will the proposal increase the knowledge of the arts in general, or specific to Elgin? Will the proposal attract special and diverse populations? Is there an economic impact to be expected? How will this project impact the quality of life in Elgin?
- Feasibility of the request: Does the proposal demonstrate sound management and planning as well as a realistic timeline? Does the proposal account for all transportation and installation needs?

Once the ECAC either approves or denies the application, the applicant will be contacted and any appropriate legal forms necessary will be completed. Such legal

forms/documents shall be in a form approved by the Corporation Council. The proposed donation, loan or return of the artwork shall not occur until such legal forms/documents have been completed and executed by the applicant and the City of Elgin. Applications are due on the first Monday of each month for consideration by the ECAC. Each application only applies to one (1) piece or one (1) collection of artwork. Incomplete applications will not be reviewed.

Submit your completed application to the Elgin Cultural Arts Commission no later than the first Monday of the month. Applications can be sent to: City Hall, Attn: Cultural Arts Commission, 150 Dexter Ct, Elgin, IL, 60120 or sent via email to: culturalarts@cityofelgin.org

For any questions or concerns, please contact Cultural Arts Manager, Amanda Harris at 847-931-6019 or CulturalArts@CityOfElgin.org

Application:

Please select the program to which you are applying:

Return Program _____ Donation Program _____ Loan Program _____

Applicant's Name: _____

Contact Person: _____

Address: _____

Phone: _____ Email: _____

Artwork Title: _____

Artist Name (if known): _____

Display location: _____

Proposal: Please submit a 1-3 page summary proposal detailing the reason for your request along with this application. The proposal should include the the intended future of the artwork as well as address the appropriate criteria listed above. If you are applying as a registered 501(c)3, you must also submit your letter of Good Standing as a registered not-for-profit, or your articles of incorporation.

Statement of Assurances:

If approved, the applicant hereby agrees that:

- The applicant has read and will conform to the program guidelines
- The applicant will comply with all laws, acts and ordinances of the United States, the State of Illinois and the City of Elgin.
- The figures, facts, and representation in this application, including all exhibits and attachments, are true and correct to the best of its knowledge and belief.
- Failure to follow these guidelines will result in forfeiture of the artwork back to the City of Elgin and disqualification for any future Return Program applications.

Name: _____ Date: _____

Signature: _____