



**A P P L I C A T I O N  
G U I D E**

**FRANKLIN  
SCULPTURE PARK**

**PREPARE YOURSELF FOR THE 2024 SPRING  
APPLICATION**



**ARTS HAPPEN HERE...**

# CALL FOR ARTISTS

## FRANKLIN SCULPTURE PARK



Scan the QR Code for call details

### **OPPORTUNITY TO EXHIBIT EXTERIOR AND/OR SCULPTURAL BASED ARTWORK IN THE FRANKLIN MASSACHUSETTS SCULPTURE PARK**

The Town of Franklin is now accepting applications for the first wave semi-permanent/temporary sculptures to be installed at the Franklin Sculpture Park on Panther Way.

Exhibition period is 24 months.

There are no submission fees for applying.

Call for art is open to all artists based in New England.

Artists younger than 18 years of age, need a 18+ arts guardian partnership for applying.

Scan the QR code or follow the link listed below for application submission

[franklinma.portal.opengov.com](https://franklinma.portal.opengov.com)

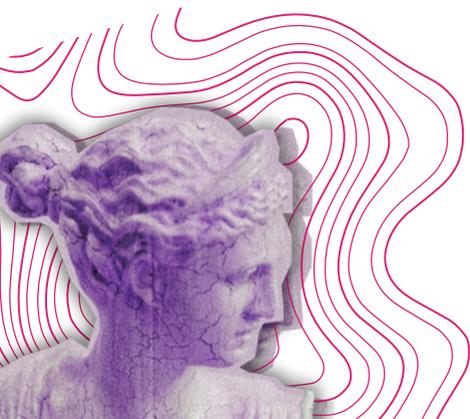
Search for, Spring 2024 Application to Display Artwork at the Sculpture Park

# APPLICATIONS DUE 6/1/24, 9PM

FRANKLIN SCULPTURE PARK  
AT PANTHER WAY FRANKLIN MA 02038

 @FRANKLINCULTURE

#ARTSHAPPENHERE



# GUIDE

Artist Contact  
Project Identity & Bio

Sculpture Plan: Project Narrative

Sculpture Plan: Community  
Proposal

Sculpture Plan: Visualization

Sculpture Plan: Materials

Installation & Maintenance Plan  
Proposal

Applying Through Viewpoint

## Timeline

**April 1, 2024 - June 1st, 2024**

Application open for submissions.

This first wave of application submissions will be for:  
**Areas 1C & 1D, 4A and 4B, areas 5 (E,D, C & B) please review our map on page 5 of this guide for reference.**

**June 2nd-29th 2024**

Submission review, communication with accepted artists,  
scheduling of planning meetings.

**August - September 2024**

Artist meetings; approval of installation & maintenance  
plans.

**October 2024**

Sculpture installation - 24 month exhibition period  
begins.



# ARTIST CONTACT, PROJECT IDENTITY & BIO

## What is the difference?

**Artist contact** is the contact information the town offices will use to communicate acceptance notification, schedule meetings and for all communication regarding artist artwork.

**vs.**

### **Project Identity**

Artist Name(s) as it will appear on marketing materials, signage, etc. If there is more than one artist, or parties involved in the sculpture, please share that information.

Teams must identify one artist to be the primary contact for the group ('artist contact' as stated above), and provide contact information for each artist on the team.

[When filling out the application, this is information you will type in]

### **Biography**

**We want to know YOUR story!** This is not about the piece directly, this is about the artist's creative practice and origin story.

Don't have an artist bio? Look up some other artists you admire and see how they tell their story.

Once your biography is finalized, **save as a PDF**. If there is more than one person involved in the project, list all of the biographies into a singular PDF.



# SCULPTURE PLAN PROJECT NARRATIVE

**“THE WHY” BEHIND YOUR ARTWORK. EXPLORE COLOR AND MATERIAL NOTES. HOW DID YOU GET TO THE FINISHED PIECE?**

Please describe the narrative of your project. Include how the piece could be threaded together with the Franklin Sculpture Park. **Save as a PDF.**

Note that the project narrative will be used in marketing and signage for the accepted works.



### **Project Narrative**

Purple Lady embodies the goddess of wildflowers....

.... I believe it fits into the Franklin sculpture Park by highlighting the wild flower planting that is taking place in the fall of 2024...

.....

# SCULPTURE PLAN COMMUNITY PROPOSAL

Part of having a piece on exhibit in the Franklin Sculpture Park is the connection with our community. Propose two activities (2 during 24 month period), and **submit as a PDF.**

- Example Proposal: Artist Talk

Propose a Saturday morning walk-through the park and end with your piece explaining the inspiration behind your work.

- Example Proposal: Pop-Up Artmaking Activity

Gather recycled materials to create mini versions of your installed artwork for kids ages 3-9.

**Proposed ideas will be discussed and planned with support from the Director of Arts and Culture post acceptance.** Through community planning our goal is to create inclusive and collaborative programming, involving other community stakeholders and partnerships.





# SCULPTURE PLAN PREPARING VISUALIZATION MATERIALS

## Preparing Visualization Materials

All applications need to include visual materials mapping out their exterior art vision.

Visualization materials can include photographs, rough drafts, sketches, photoshopped imagery etc.

All visual support materials need to be saved as jpgs (jpegs) and uploaded in the OpenGov application to be considered.

## Applying with 'Finished Work'

Meaning artist's are submitting a piece of artwork that has already been created. Please take multiple photos of the piece and offer a visual scale marker for reviewers to gauge size.

## OR Applying with 'Work In Progress'

If the artist's work is still in the planning and configuration phases; share images of your drafts [take photos of your sketchbook, or upload images from whichever program/device you're using in mocking up the design].

## Online Application Questions

The online OpenGov application will ask a series of questions regarding the physical elements of your piece: approx height, weight and overall footprint.

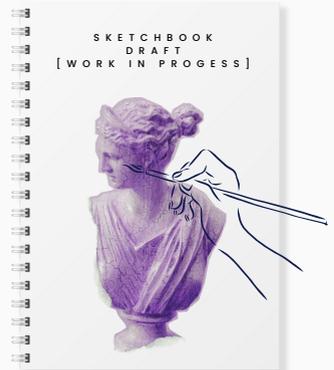
When the artist uploads their images, use the description box in the application to type in what exactly reviewers are looking at; what angle? Is it the front of the piece, or the side? The more details the better.

Besides photographs artist's will be asked to upload any other support materials, this is optional.

See our next page for imagery editing suggestions



FINISHED WORK



# SCULPTURE PLAN PREPARING VISUALIZATION

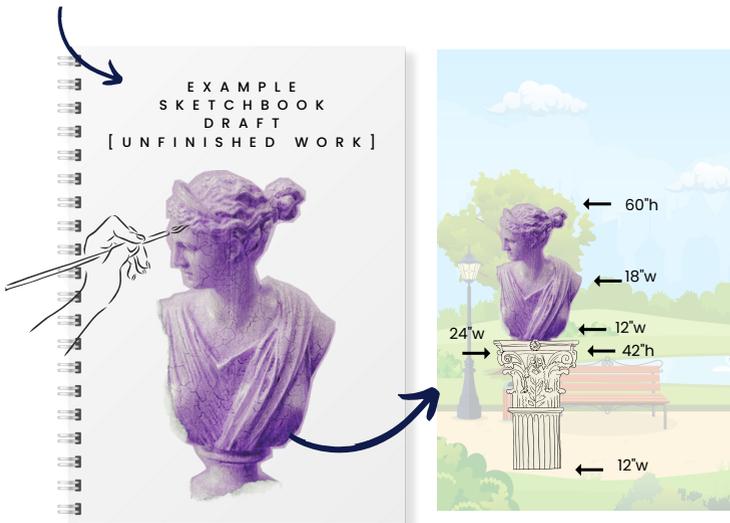
**As part of the sculpture plan, there must be visual aids saved as jpegs to complete the application[drawings, sketches etc., must be submitted if there are not photos]. Artists must include at least three visual aids.**

**Optional, one of the images/visual aids include measurements (example below). There will be space on the application to type description notes about what the reviewer is looking at.**

Want to edit in a digital format and not sure what program to use? We suggest using Canva, or other free editing apps you can download to your devices.

## EXAMPLE EXPLAINED

*"I took a picture of my sketchbook on my phone; I then uploaded the image into canva. I then decided to include size markers in my edited photo."*



## PREPARE YOUR IMAGE FILE

Regardless of if the artist edits their imagery in an editing platform or not, please offer various views and images of your proposed sculpture.

All imagery/materials the artist plans on uploading as part of the application should be saved as the following:

YOURLASTNAME\_ TITLEOFPIECE\_ VIEW#  
**EXAMPLE: KAHLO\_PURPLELADY\_1.jpg**

# LIST OF MATERIALS

In a PDF list out the following information:

- Estimated weight & height of the piece.
- Describe the physical structure of the work.
- Materials used to create the piece.
- Materials the artist envisions for the base of the piece - (if needed? Ex. anchoring materials).
- Materials the artist will use for the sculpture maintenance.

Add specifics, brands etc. - the more details the better!



## Frida Kahlo Materials List

Estimated Weight & height of sculpture/artwork:

My piece is estimated to weigh 425 pounds - including the sculpture on the cement pedestal.

My piece is 60" tall while standing on the base. The base alone is 24" tall.

The bottom of my sculpture is 12" wide, and the widest part of my sculpture is 18" wide.

Materials Used: Sculpture  
Cement  
Acrylic Sealant  
Plaster

Materials Used: Sculpture Base  
Cement  
Acrylic Sealant  
Metal anchors rigged to loops in the ground

Sculpture Maintenance  
Acrylic Sealant  
Puddy  
Possibly Cement

EXAMPLE

## REMINDER

All sculptures will be placed in an exterior setting, meaning they must withstand New England wind, rain, sun and snow - for 24 months.

# INSTALLATION PLAN PROPOSAL

## Artwork Expectations in Relation to Installation

Artwork should be constructed of permanent, durable materials submitted in the initial application; any change order of materials post acceptance will need to be approved by town administration.

Artists must work in partnership with the Department of Public Works to ensure the sculpture is grounded/anchored to the ground/base to prevent the sculpture from being removed, tipped, broken or overturned.

Artwork must be capable of permanently withstanding the elements, snow, high winds, and the high traffic nature of the site.

Before installation of the piece, accepted artists must meet with town administration to discuss the installation/de-installation plan that was submitted with the initial application.

## Artist Maintenance Calendar Check Points | 24 month Exhibition Period

Artists will schedule a maintenance walk through with the Director of Arts and Culture **\*every 6 months**; if the artist cannot meet, they may have a pre-approved artist representative come for a site visit. This is to ensure the quality of the piece does not deteriorate and detract from the overall experience visiting the sculpture park

**We suggest artists review our installation and maintenance plans before creating their proposals.**



**Information can be found on our sculpture park webpage.**



Here is a snippet of information.



**Artists are fiscally responsible for installation/de-installation + maintenance work on their accepted piece.**

**Note that during the time of installation, DPW or DACCE will be onsite for support but artists will need to come with team for installation.**

### Proposed Installation & Maintenance Plan for "Purple Lady"

Desired Site location:  
1A

My plan is to bring in pieces of "Purple lady" on a handheld trolley. I will be using metal anchors to attach to metal hoops in the ground and will need DPW assistance in drilling the pieces into the ground).

I do not plan on any planting, or other natural elements and will follow up with DACCE for planning the 6month maintenance checks.



# SIGNING OFF

The last portion of the online application process in Viewpoint will be signing off on the following information.

## **Town's Liability & Responsibilities**

Artists applying to present their private artwork on town owned parkland, located at Panther Ave. The Town of Franklin is not commissioning public art. Prior to the Town's acceptance of artwork for exhibition, the artist shall sign a Waiver, Release and Indemnification Agreement in a form that has been approved by the Town Attorney agreeing to defend, indemnify and hold the Town harmless from liability for lost or damaged work and for any harm or losses to any third party caused by the work or object.

## **Policy and Procedure for Exhibition and Display of Private Artwork on Town Property**

Subject to the following terms and conditions; The Town Administrator may deny or revoke the applicants approval if the artists fail to comply. 1)Application, 2)Criteria 3)Protection of Public Health, Safety and Welfare 4) Priority for the Town Exhibit/Displays: Space availability is also subject to Town-sponsored exhibitions or displays. 5)Safety Considerations, 6)Installation/Removal Requirements: In accepting an offer to display artwork in the Sculpture Park, the owner of such work agrees to defend, indemnify and hold Town harmless from liability for lost or damaged work and for any harm or losses to any third party caused by the work or object.

**The Town shall not be responsible for loss or damage to items exhibited or displayed in or on a Town-owned property pursuant to this Policy. The Town shall not be responsible for injuries or losses caused by the work or object.**

## **Protection of Public Health, Safety and Welfare**

In their review of an application, the Town shall consider the primary public purpose(s) or use(s) of the space and may deny the application if the Town determines that the proposed display is fundamentally incompatible with or significantly interferes with the public purpose(s) or use(s). Artwork must be original and owned by the artist.

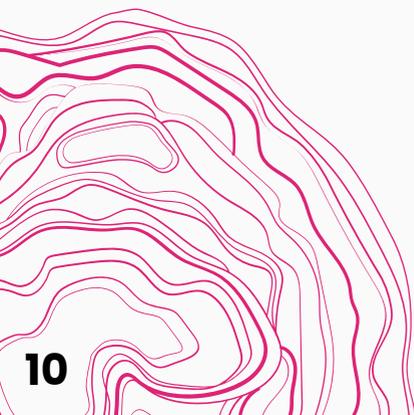
The Town specifically reserves the right to deny or revoke approval of any exhibition or display which interferes with or detracts from regular Town activities or which the Town deems to be obscene, offensive, disruptive, or otherwise to pose a substantial risk to public health, safety or welfare including any breach of intellectual property, trademarks, brands or business names.

## **Applications will be reviewed and gauged on the following criteria:**

- Artistic quality of proposed artwork
- Permanence, durability, maintainability and use of high-quality materials.
- Absence of hazards to the public.
- Innovation in use of materials and techniques.

## **Communication Process in Regards to Applicants**

Submission timeline is April 1st through June 1, 2024. Accepted artists will be notified via email by the Director of the Arts, Culture and the Creative Economy listing next steps. If accepted and contacted by the Town of Franklin the artist has 5 business days to accept or decline opportunity.



# SUBMITTING APPLICATION MATERIALS

Applications are reviewed through the OpenGov portal.

Have your imagery, PDF's and any other supporting materials ready for your application process.



Scan QR code to bring you to OpenGov Application Process



Don't have a OpenGov account? Use this QR code to make one!

In your browser, go to [franklinma.portal.opengov.com](http://franklinma.portal.opengov.com)

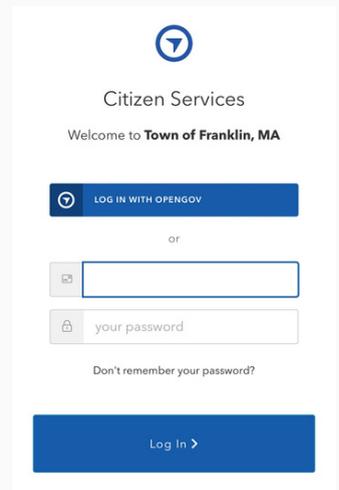
In the upper right corner, **click Log In or Sign Up if you need to create an OpenGov ID.**

During your first application, you'll be prompted to complete your profile

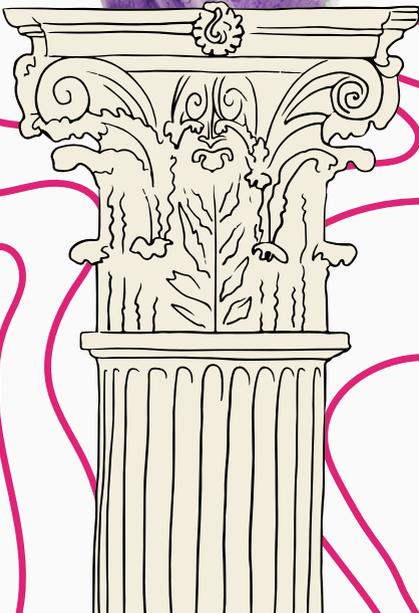
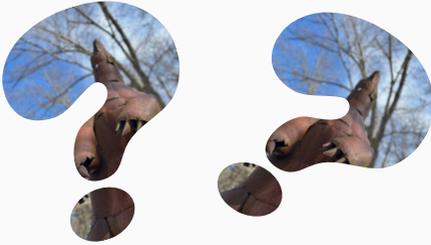
Click on Profile in the selections on the right to complete your profile.

Once you have a profile, you can **login to proceed to select Town Administration, select the application named, "Spring 2024 Application to Display Artwork at the Sculpture Park"**

**Once the application is complete you will receive an email confirmation.**



# QUESTIONS



## **Timeline Reminder**

All submitted work must be ready for installation in October 2024 (see timeline below)

April 1, 2024 - June 1st, 2024  
Application open for submissions

June 2nd-29th 2024  
Submission Review + Communication

August - September 2024

October 2024 Sculpture Installation - 24 month exhibition period begins

**Please reach out to Cory Shea, Director of Arts, Culture and the Creative Economy if you have questions regarding the Sculpture Park:**

**[cshea@franklinma.gov](mailto:cshea@franklinma.gov)  
508-553-5501**