



**CITY OF YPSILANTI  
ARTS COMMISSION MEETING  
Thursday, August 11, 2022 @ 7:00 PM  
Council Chambers  
One South Huron, Ypsilanti, MI 48197**

Page

**I. CALL TO ORDER**

**II. ROLL CALL**

Commissioner McAtee  
Commissioner Seagraves  
Commissioner Thompson (Chair)  
Commissioner Settles  
Commissioner Wolfe

**III. AGENDA APPROVAL**

**IV. APPROVAL OF MINUTES**

**3 - 4** A. [7-14-21 Arts Commission Minutes](#)

**V. AUDIENCE PARTICIPATION/COMMISSION RESPONSE**

**VI. NEW BUSINESS**

**5 - 10** A. Call for Art - Ypsi Arts Commission Guidelines  
[Guidelines for a call for art](#)

**VII. OLD BUSINESS**

**11 - 21** A. Arts Commission Policies and Guidelines  
[Draft Guidelines, Art Commission](#)

B. Poet Laureate Update/Discussion

**VIII. UPDATES**

A. Arts/Events around Ypsilanti

**IX. AUDIENCE PARTICIPATION/COMMISSION RESPONSE**

**X. PROPOSED BUSINESS**

**XI. NEXT MEETING DATE**

September 8, 2022

**XII. ADJOURNMENT**



**ACTION MINUTES  
CITY OF YPSILANTI  
ARTS COMMISSION MEETING  
Thursday, July 14, 2022 @ 7:00 PM  
Council Chambers  
One South Huron, Ypsilanti, MI 48197**

**I. CALL TO ORDER (7:03pm)**

**II. ROLL CALL**

**Present:** Commissioner Thompson, Commissioner Settles, Commissioner McAttee, Commissioner Wolfe

**Absent:** Commissioner Seagraves

**III. AGENDA APPROVAL**

**Commissioner Wolfe moved, seconded by Commissioner McAttee to approve the agenda. On a voice vote, the motion carried, and the agenda was approved as submitted. Yes - 4; No- 0;**

**Absent - 1 (Seagraves)**

**IV. APPROVAL OF MINUTES**

May 25, 2022 Minutes

**Commissioner McAttee moved, seconded by Commissioner Wolfe to approve the minutes. On a voice vote, the motion carried, and the minutes were approved as submitted. Yes - 4; No- 0; Absent - 1 (Seagraves)**

**V. AUDIENCE PARTICIPATION/COMMISSION RESPONSE -**

Tunde Olaniran- Flint artist - spoke in support of Jessica Reitmeyers artwork, and spoke about her involvement in arts activism in Flint.

**VI. NEW BUSINESS**

**A. Public Art Installation Proposal - MJ's Mushrooms**

Jessica Reitmeyer was present to talk about her project and answer any questions.

The Commission used their draft guidelines and policies to score the art installation. Using this criteria, the project scored at 91/100.

**RESOLVED BY THE ARTS COMMISSION OF THE CITY OF YPSILANTI:**

WHEREAS, The Arts Commission has determined that the creation and presence of public art will advance the interests of the city, improve the aesthetic quality of public spaces and structures, provide cultural and recreational opportunities, contribute to the local heritage, and promote the general welfare of the community.

Whereas, The Arts Commission wishes to encourage and promote art in the city, cultivate a community culture and environment that embraces and nurtures artistic and creative assets, and promote the city policy of pride, diversity and heritage; and

Whereas, Arts Commission has reviewed the proposed art installation and finds it satisfactory with the Commissions review guidelines, and compliant with the City of Ypsilanti's Public Art Policy

Now therefore be it resolved that The Arts Commission approves the temporary Public Art Installation, MJ's Mushrooms, by artist Jessica Reitmeyer in Prospect Park between August 6, 2022 and October 8, 2022 and recommends approval by City Council or the City Manager.

**OFFERED BY:** Commissioner McAtee  
**SUPPORTED BY:** Commissioner Wolfe  
**YES: 4**                      **NO: 0**                      **ABSENT: 1 (Seagraves)**                      **VOTE: Passes**

**VII. OLD BUSINESS**

**A. Arts Commission Policies and Guidelines** - The Commission reviewed the updates presented by Commissioner McAtee. Commissioner Settles will look at solidifying a process for calls for art.

**B. AC Budget Discussion - Priorities, Ordinance amendment discussion cont. from 5/25/22**

The group discussed the City Attorneys opinion on commission budgets.

The commission discussed partnerships and budgets for a poet laureate program.

**VIII. UPDATES**

**A. Arts/Events around Ypsilanti**

First Fridays Ypsilanti - August 5th

DDA Murals on dumpster enclosures are being painted.

**IX. AUDIENCE PARTICIPATION/COMMISSION RESPONSE** -none

**X. PROPOSED BUSINESS**

**XI. NEXT MEETING DATE** August 11, 2022

**XII. ADJOURNMENT**

**Commissioner McAtee moved, seconded by Commissioner Wolfe to adjourn at 8:54pm. On a voice vote, the motion carried. Yes - 4; No- 0; Absent - 1 (Seagraves)**

# Draft

## CALL FOR ART/ARTIST SUGGESTED GUIDELINE

### Competition Rules

The following are the rules for Ypsilanti Art Commission's online Art Competition as host for art submissions for the sponsor\_\_\_\_\_. Please read the rules and the procedures in order to apply them properly. Please try to follow the theme of each competition, as this is the most important aspect for the artist to consider. If you have any questions regarding the theme and its interpretation, please contact \_\_\_\_\_ at \_\_\_\_\_ and we will help you with the application process.

### Agreement to Official Rules

Participation in the Art Competition constitutes the entrant's full and unconditional agreement to and acceptance of these Official Rules and the decisions of the Sponsor, which are final and binding. Winning is contingent upon being compliant with these Official Rules and fulfilling all other requirements set forth herein.

### Eligibility

Ypsilanti Art Commission's call for art is open to all artists in \_\_\_\_\_ who are at least eighteen (18) years of age at the time of entry. Employees of the city of Ypsilanti and other companies associated with the promotion of the Art Competition, and their respective parents, subsidiaries, affiliates, and advertising and promotion agencies, as well as the immediate family (spouse, parents, siblings, and children) and household members of each such employee, are not eligible. The Art Competition is subject to federal, state, and local laws and regulations.

Check all that apply:

- Art Calls are open to all Amateur \_\_\_\_\_ and Professional artists \_\_\_\_\_.
- 2D \_\_\_\_\_
- 3D work \_\_\_\_\_
- Dance \_\_\_\_\_
- Music \_\_\_\_\_
- Drama \_\_\_\_\_
- Spokenword \_\_\_\_\_

- Each visual art file submitted must be in a jpeg format.
- You may enter works of art that have won awards in other Art Competition shows, which are not sponsored by \_\_\_\_\_
- Your art must be your own original concept and not a copy of anyone else's copyrighted material.
- You may only submit your own artwork that you, personally created.
- If there is any question about authenticity; Ypsilanti Art Commission and Sponsor reserves the right to demand proof of authorship.... if it is not then your entry will be disqualified.
- The Sponsor has the sole right to refuse submissions based on the quality of the image or performance, failure to meet show requirements, poor quality, the inappropriateness of content, and/or concerns regarding copyright infringement in the original work.

### **Sponsor**

Name  
Address  
Email address

### **Art Competition Period**

The call for art begins on the specified date \_\_\_\_\_ at \_\_\_\_\_ am EST and ends on the specified date at 11:59 pm EST (the call for art Period). Entries that are submitted before or after the period will be disqualified. Submissions will be accepted for the duration of the call.

### **How to Enter**

Online: This method of entry will be available by visiting \_\_\_\_\_ website at www and following the directions provided. Completing the entry form in its entirety, uploading the compliant images as detailed, and submitting.

## Image Preparation

Prepare your images as required before beginning the submission process. Submissions are only accepted via the online process. Submissions as email attachments, on CD, or prints are not allowed in this call for art.

Digital image files must meet the following specifications:

- JPG files only
- 300 DPI resolution (Please try to keep the file size under 10 MB to ensure proper loading).
- Do not send images of your artwork that have been framed or contains watermarks.
- sponsor may color correct your images in order to enhance the overall presentation.
- sponsor may crop your images for formatting purposes for use in their slideshow presentations, other off-site slideshows, YouTube presentations, other Online presentations, and for other areas of the website if your image is chosen.
- The sizing and labeling of your images are very important. Label your image files in the following manner: first and last name, image name, the medium used, size, and year created. Here is an Example:  
JohnBrown\_Midnight\_Photoaphy\_8x10\_275\_2017.
- The file name may not include characters such as #, \$, &, periods, or other similar characters as part of the file, and it is important to follow these instructions about the file name to allow the right storage in the image database.
- Image name may not exceed 40 characters. Note: the image name is the name of the artwork, not the file name.
- Complete the entire form and load all images before sending the upload. If the submitted images are not sized properly, the artist understands that sponsor may have to crop the images to conform to the format constraints.

**Submitting a Dance Video:**

- Send us a 3-minute video via YouTube. Include in the online application form

**Submitting a Music Video:**

- Send us a 3-minute video via YouTube. Include in the online application form

**8. Winner Notification**

On or about the 14th day, following the close of a competition, the Sponsor will announce the winners along with all eligible entries received. The announcement date for each month is located on the prospectus. The odds of being selected depend on the number of entries received. The promotional items (if applicable) and award certificates will be emailed, no later than the 30th of the following month.

**Acceptance Notification**

Anyone whose image(s) or video(s) are not chosen will receive an email notification. All other participants will also receive an email with the results of the competition.

**criteria for judging**

- Originality
- Artistry
- Adherence to the theme
- Composition and design of the work
- Overall presentation
- Does the art stand in line with the brand's ideology?
- Color scheme
- Aesthetic value



## **ARTIST LEGAL RIGHTS TO YOUR ART**

You retain the rights to your art. However, by your submission, you acknowledge that your creation is an original concept and creation, is not a copy or reproduction of the art of another, and does not violate the United States Copyright Act of 1986, as amended, and any similar law in your home country. You further acknowledge that by submitting your work of art you irrevocably grant to Embracing Our Differences Michigan and its related organizations, affiliates, and assigns, in its sole and absolute discretion, without restriction or limitation, a non-exclusive, worldwide, royalty-free, perpetual, irrevocable license to use, publish, modify, adapt, translate, create derivative works, distribute and display your work and personal information, including your name, grade (if a student) and city/state/country of residence, for exhibits, displays, catalogs, posters, advertising, educational, merchandising/promotional materials and other purposes throughout the world via any media now known or hereinafter devised.

## **ABOUT THE ORGANIZATION HOSTING THE CALL**

The state of Michigan has recognized, through the enactment of The Faxon-McNamee Art in Public Places Act (MCL 18.71 et. seq.), the importance of promoting art in government spaces and facilities. The City council has determined that the creation and presence of public art will advance the interests of the City, aid in the enhancement of property values, improve the aesthetic quality of public spaces and structures, provide cultural and recreational opportunities, contribute to the local heritage, stimulate economic activity and promote the general welfare of the community. The City council recognizes the responsibility of the government to foster the development of culture and the arts. It is therefore declared to be a municipal policy to promote public art.

The Ypsilanti Arts Commission shall promote art in the City of Ypsilanti and promote the City policy of Pride, Diversity, and Heritage. To educate the public why the arts, culture, and creative industries are essential to the City of Ypsilanti and to cultivate a community culture and environment that embraces and nurtures artistic and creative assets. To promote and further diversity, equity, and inclusion of all of Ypsilanti in the arts.

## **ORGANIZATION MISSION**

The Ypsilanti Arts Commission shall promote art in the City of Ypsilanti and promote the City policy of Pride, Diversity, and Heritage. To educate the public why the arts, culture, and creative industries are essential to the City of Ypsilanti and to cultivate a community culture and environment that embraces and nurtures artistic and creative assets. To promote and further diversity, equity, and inclusion of all of Ypsilanti in the arts.

**ABOUT THE ORGANIZATION SPONSORING THE CALL**

**ABOUT THE ORGANIZATION SPONSORING THE CALL**

**APPLICANTS INFORMATION**

Name

Mailing address

City

State

Zip code

Phone number

Art up load

Artist Statement

Title of the art piece

Anything else you would like to tell us:

City of Ypsilanti  
**Ypsilanti Arts Commission  
Guidelines**

**A. Overview**

The Ypsilanti City council added a chapter to the City Code of Ordinances, Chapter 79: Art, recognizing art and culture as a municipal responsibility by adopting Ordinance Number 1342 on October 1st, 2019. The ordinance formed the Ypsilanti Art Commission, which held its first meeting on June 25th, 2020. Bylaws were adopted on September 19, 2020. The ordinance directs the Commission to disseminate guidelines (Sec. 79.02.3.A) to support, select and determine locations for art and events:

Promulgate guidelines, subject to the approval of City Council, to support art in the City of Ypsilanti and provide procedures for soliciting and selecting public art and artistic events and for determining suitable locations for events and the display of art within the City.

The guidelines and procedures are established in this document (referred to herein as, the “Guidelines”). Also outlined are the Commission’s goals and values in its support of art in the City of Ypsilanti, as are the strategies, criteria and procedures for soliciting, selecting and determining locations for art, programs and events.

**B. Ordinance**

The Ordinance outlined objectives for the Art Commission (Sec. 79.02.2). Specific sections of the Ordinance are included in the Guidelines to recognize them as primary directives for the Commission. They provide a basis for the rest of the Guidelines.

a. Pride, Diversity, Heritage

From Ordinance Sec. 79.00.2:

The City of Ypsilanti is a diverse community as reflected in the City Logo, Pride, Diversity, Heritage. The policy of the City of Ypsilanti is to celebrate Pride, Diversity and Heritage and the Ypsilanti Art Commission is charged to recognize this policy and promote the policy in the work and selections of the Commission.

b. The Arts

From Ordinance Sec. 79.02.3.A:

The YAC shall promote art in the City of Ypsilanti and promote the City policy of Pride, Diversity and Heritage. To educate the public why the arts, culture and

creative industries are important to the City of Ypsilanti and to cultivate a community culture and environment that embraces and nurtures artistic and creative assets. To promote and further diversity, equity and inclusion of all of Ypsilanti in the arts.

### **C. Background**

The Guidelines integrate with the Council's strategic directions, policies, and planning documents. This holistic approach to local planning requires that the Guidelines reference those policies and equally that those documents and policies are amended to reference it (or any future art/culture plan).

These documents include:

- [Shape Ypsilanti Master Plan \(PDF\)](#)
- [Parks and Recreation Master Plan](#)
- [Non-Motorized Transportation Plan Update](#)
- Public Art Policy, City of Ypsilanti (Community & Economic Development Division; October, 2021)
- also including the [Washtenaw County Cultural Master Plan](#) (2009) and its [Ypsilanti Master Plan](#)

### **D. Definitions**

*Subject:* A project, question, inquiry, or similar, raised for consideration and considered as a Meeting Agenda Item. The Arts Commission can only properly consider a project, question, inquiry, or similar if it is a planned Meeting Agenda item. If a Commissioner so wishes, they may encourage any persons raising a potential new Subject during a Public Comments section of an Arts Commission Meeting to submit it for future consideration as a Meeting Agenda item for the Arts Committee.

*Artist:* A creator of art.

*Art:* Any artifact or action created with intent as an expression of values and skill, and subject to interpretation by others.

*Community Programs:* Local public programs or Events organized in partnership with the City and with local groups, individuals, & non-profit organizations, or local public programs and Events organized by the City and Commission.

*Event:* A gathering at a specific place and time where some thing or things happen on a specific schedule. Examples may include (but are not limited to) such things as a dance or musical performance in the park, a coordinated tour of galleries and vendors around town, the festivities surrounding the opening or striking of a performance.

*Partnerships:* Cooperative arrangements and projects administered between the City/Commission and the local entities. The entity could be local groups, individuals, non-profit organizations, or a member of the Local Arts Community.

*Art Interfaces with the City and Public Space:* The intent to implement art, an Event or an Installation, on City property or in public space. These include: City commissioning of artwork; donations to the City of extant art; and the approval of a site or location for art.

*Installation:* A sculpture, painting, or artifact created and legally placed for viewing or interaction.

*Local Arts Community:* Residents of the area who participate in or otherwise contribute to arts events in the area. This is an intentionally-broad definition, but in this context would apply most strongly to residents of the City of Ypsilanti who actively engage other City residents in the Arts within the City of Ypsilanti. Geographical steps away from the City of Ypsilanti would constitute progressively weaker definitions of 'local'.

## **E. Values & Goals**

The Commission upholds the following values as the keystone ideals to apply across aligning goals. They inform the procedures and outcomes in fulfilling the Commissioner's directives.

1. Conserve the artistic culture that has flourished in the city—recognized as a diverse, independent, and working class.
  - a. Reduce barriers faced by existing cultural and art programs, especially any resulting from the City.
  - b. Produce and disseminate resources that can be shared to give any creative endeavor momentum, i.e. city information for grantwriters; arts planning.
  - c. Programs initiated by the Commission will not compete with what exists or can otherwise be completed in the local arts community.
2. Prioritize the role of artists to advance their work, livelihood and well-being.
  - a. Promote local artists, their work, and their craft.
  - b. Assist, directly or indirectly, in commissioning artists in public artwork opportunities.
  - c. Give civic authority to local artists in order to address the needs of the creative community.
3. Foster a creative culture of belonging, equity, inclusion and justice.

- a. Decentralize opportunities to participate in the arts.
- b. Invest in community art and participation in the arts that provide relevance and representation.
- c. Engage culture through community based art that is embedded and connected locally.

## **F. Criteria & Procedures**

When Subjects come before the Commission it will be necessary to reach decisions consistently as prescribed within these established Guidelines. This section outlines procedures to follow while conducting Commission business regarding Subjects and criteria on which to evaluate decisions & selections. The Commission will resolve decisions of approval to the City Council.

### **Procedures:**

A Subject will generally fall into two *areas* within the nexus of the Commission's responsibility: first, when art interfaces with the City and public spaces, and second, when advancing community programs in the arts. Each *area* might be either of two *types*: first, an item that is proposed to the Commission by the community, second, a Subject that is initiated by the Commission through its own work. (See the table at the end of this section for examples.) It is recognized that one Subject, over the course of its implementation, may have overlapping areas and types depending on if the Subject will have multiple stages or features multiple aspects.

The following is a basic outline of the procedures for the two *types* of consideration.

#### Community Proposal:

1. The City will intake the proposed item from a community proposal or from submissions resulting from a call to artist
2. The Commission is provided the proposal information during a public meeting
3. An evaluation of the proposal using the pertinent criteria is reviewed at a public meeting
4. An approved outcome is referred to City Council

#### Commission Initiated:

1. A Commission Member, or subcommittee, makes a motion to approve an item (following the YAC Bylaws)
2. An evaluation of the motion using the pertinent criteria is reviewed at a public meeting
3. An approved outcome is referred to City Council

The next sections expand the procedures with each *area*.

### **Art Interfaces with the City and Public Space**

These include artworks in public space, such as: City commissioning of artwork; donations to the City of extant art; and the approval of public sites for artworks.

Community Proposal:

1. The City will intake the proposal for the project, artwork or site
  - a. The proposal information includes: What is being proposed/offered? Who is proposing it? How will it be implemented?
  - b. At this time, proposed projects might provide a mock-up of final art (if an artist is involved with the project at this stage) or images of donated work
2. For long-term or community-based projects, the Commission may elect to form a separate subcommittee including stakeholders to serve in its planning
3. Public input is an important consideration and is relevant to the decision making process, especially for long-term, impactful projects
4. Evaluation of the proposal may include critique of art or design
5. If there isn't an artist connected to the Subject, the Commission may establish a call for art to assist the proposal—for example, to fulfill a selected location for Installation
6. Establishing a call for art through the City would likely result in a new Subject to review and approve the submissions to the call as a secondary, distinct proposal—with the approved guidelines within the call-for-art as the superseding procedures

Commission Initiated:

1. A Commission Member, or subcommittee, makes a motion to select a site for art or approve a call for art in the City (following the Bylaws)
2. The annual plan is the prime mechanism for projects or locations of art selected by the Commission that do not have an immediate timeline for completion
3. Approving a call for art with the City as a recipient of the submissions may be necessary to complete a project at a previously selected site for art
4. Establishing a call for art to complete a project at a site or an art commission would likely result in a new Subject to review and approve the submissions to the call as a secondary, distinct Subject (proposal)—with the approved guidelines within the call-for-art as the superseding procedures

Community Programs and Partnerships in the Arts

These include public programs (i.e. events, participatory programs) organized in partnership with the City by local groups, individuals, & non-profit organizations or programs organized by the City or Commission

Community Proposal:

1. The City will intake the proposal for the program
  - a. The proposal information includes: What is being proposed/offered? Who is proposing it? How will it be implemented? How will the program partner with the City?
  - b. An artist connected with the program may provide examples of their work

2. For long-term or community-based projects, the Commission may elect to form a separate subcommittee including stakeholders to serve in overseeing the partnership
3. Public input is an important consideration and is relevant to the decision making process, especially for long-term, impactful projects

**Commission Initiated:**

1. A Commission Member, or subcommittee, makes a motion initiate a program or approve a partnership (following the Bylaws)
2. The annual plan is the prime mechanism for programs selected by the Commission that do not have an immediate timeline for completion
3. New and ongoing partnership may result in additional Community Proposals, which may need to be reviewed as separate Subjects
4. Programs or events without a partner may require roles for City staff and volunteer roles for Commission or subcommittee members

*Table: Examples of Subject Areas and Types*

Examples of Subjects		Area	
		Art Interfaces	Community Programs
Type	Community Proposal	<ul style="list-style-type: none"> <li>● Proposed Art Project on City property or public space</li> <li>● Donation of existing Art</li> <li>● Commissioning Art: Selecting an Artist or a proposed Artwork to be implemented on City property</li> </ul>	<ul style="list-style-type: none"> <li>● Proposed Event or Program on City property or public space</li> <li>● Proposed participatory arts program for city residents or in public space</li> <li>● Commissioning Art: Selecting an Artist or a proposed Project to be implemented as an Event or Program</li> </ul>
	Commission Initiated	<ul style="list-style-type: none"> <li>● Selection of a location/space ideal for Artwork on City property or public space</li> <li>● Approval of a Call-to-Artists for an art project on City property</li> <li>● Selection of projects/sites for the Annual Plan</li> </ul>	<ul style="list-style-type: none"> <li>● Approving a Partnership in the arts</li> <li>● Approval of the Implementation of a Community Program or Event</li> <li>● Implementing a City study or report for the arts</li> <li>● Selection of Programs or Partnerships for the Annual Plan</li> </ul>

**Criteria:**



Each Subject will require an evaluation of criteria. Overall criteria are evaluated and additional criteria for Subject area are below.

Overall criteria:

- Does the outcome align with the Commission's Values and further its Goals?
- Will it fit the directives of the arts Ordinance?
- Would the Public Art Policy (Community & Economic Development Division; October, 2021) City Ordinances or other regulations be at issue?
- Does it celebrate the City policy of Pride, Diversity and Heritage?
- Will the Local Arts Community be involved or represented?
- Is the integrity of the project assured (see Evaluation Rubric sections Completeness and Standards)?

Additional criteria for *Art Interfaces with the City and Public Space*:

- Is the location/artwork accessible?
- Does the site/art hold cultural significance to the community?
- Will the design/space add creativity to city infrastructure?
- Is the design/location connected with an established City plan or project?

Additional criteria for *Community Programs and Partnerships in the Arts*:

- Does the program feature art education and/or promote the Local Arts Community?
- Is it identified as a need in an established plan (see Background section)?
- Will the program/partnership renew cultural participation?
- Does the program/partnership cultivate a sense of community?

An **Evaluation Rubric** is included as an Appendix, to assist the Commission in their review and to reach conclusions. The overall criteria above are included with more specificity in the Rubric. Some of the additional criteria above are not included because they do not apply to every Subject.

**G. Engagement** (*Reserved for future versions.*)

An important aspect of the Commission's role in the City of Ypsilanti is to promote the arts and educate the public, as is directly established in the Ordinance.

## Appendix

# Evaluation Rubric

This draft draws heavily from the [Grants guidelines from the National Endowment for the Arts](#) and the [National Coalition for Core Arts Standards](#).

### RUBRIC (100 points):

#### **A: LOCAL ART (25 points):**

- 1) Is the Subject being referred to the Arts Commission from another City body or local civic institution? (e.g. the City Council, City Manager, the DDA, or another City Commission)  
**YES (+5) or NO**
- 2) Is the individual or organization submitting a Subject for consideration a resident of the City of Ypsilanti or based in the City of Ypsilanti?  
**YES (+5) or NO**
- 3) Is the individual or organization submitting a Subject for consideration currently or historically a known member of the local Arts Community? Of the City of Ypsilanti, Washtenaw County, or Southeastern Michigan?  
**YES (up to +5) or NO, with details**
- 4) Is the individual or organization submitting a Subject for consideration reasonably qualified or able to deliver on the proposal? Have they been involved in previous events where experience could be gained and expertise built?  
**YES (+5) or NO, with details**
- 5) Will the Subject *feature* or *focus* on Artists from the Local Arts Community?  
**YES (up to +10) or NO**. If **NO**, will it *include* Artists from the Local Arts Community? (+5)

#### **B: EVENTS & INSTALLATIONS (25 points):**

- 6) Is the Subject for consideration intended to be held or placed on City property? (e.g. a city park, city street, public space, etc.)

**YES (+7) or NO**

7) Is the Subject for consideration to be freely and openly accessible to the public?

**YES (up to +7) or NO**

8) Does the Subject for consideration related to a City Plan, cultural plan or to be tied to infrastructure?

**YES (up to +6) or NO.** If **YES**, with descriptions

**C: COMPLETENESS (25 points):**

9) Does the Subject have a specific, measurable goal? Is the Subject presented clearly and unambiguously?

**YES (up to +9) or NO**

10) Has the individual or organization included a completed technical evaluation of the Subject? This could include such things as exact physical descriptions and locations, procedural steps toward fulfillment, or feasibility assessments.

**YES (up to +8) or NO**, with details

11) Has the individual or organization included a completed cost evaluation of the Subject? This could include such things as consumable materials, venue and equipment rental, storage fees, and labor.

**YES (up to +8) or NO**, with details. If **YES**, are they specifically asking for City funding?

**D: STANDARDS (25 points):**

12) Will the Subject demonstrably embrace, uphold, or otherwise conform to the Values and Goals of the Arts Commission and the City of Ypsilanti, most specifically in upholding the Pride, Diversity, and Heritage of the City of Ypsilanti?

(c.f. Ypsilanti Arts Commission Guidelines, City of Ypsilanti Guidelines)

**YES (+10) or NO**

13) Is the individual or organization able to achieve, at minimum, Anchor Standards #1 - #6 of the National Core Arts Standards?

**YES (+10) or NO**, with descriptions

14) Is the individual or organization able to satisfy all Anchor Standards of the National Core Arts Standards?

**YES (up to +5) or NO**, with descriptions

**ADD SECTION TOTALS:**

\_\_\_\_\_ / 25 | A : LOCAL ART  
+ \_\_\_\_\_ / 25 | B : EVENTS & INSTALLATIONS  
+ \_\_\_\_\_ / 25 | C : COMPLETENESS  
+ \_\_\_\_\_ / 25 | D : STANDARDS  
\_\_\_\_\_ / 100 | **TOTAL RUBRIC SCORE**

Draft

**References:**

- <https://www.pps.org/article/pubartdesign>
- <https://boulderarts.org/wp-content/uploads/2018/01/2018-Scoring-System.pdf?x64198> & <https://boulderarts.org/about-us/community-cultural-plan/>
- <https://www2.minneapolismn.gov/business-services/planning-zoning/city-plans/public-art-long-range-planning/public-art-policies-planning/>
- Toledo
- <https://usdac.us>
- <https://neighbourhoodartsnetwork.org/tac/media/BMO-Learning-Room-Links/ArtsEquityToolkit.pdf?ext=.pdf>
  
- Maryland State Arts Council - Strategic Plan  
[https://www.msac.org/sites/default/files/files/\\_Vision%2C%20Mission%2C%20Goals%20and%20Strat\\_white.pdf](https://www.msac.org/sites/default/files/files/_Vision%2C%20Mission%2C%20Goals%20and%20Strat_white.pdf)
  
- [Making it Your Own](#): A Public Art Policy and Planning Template  
Arts North West