

Final Proposal Information v1.0

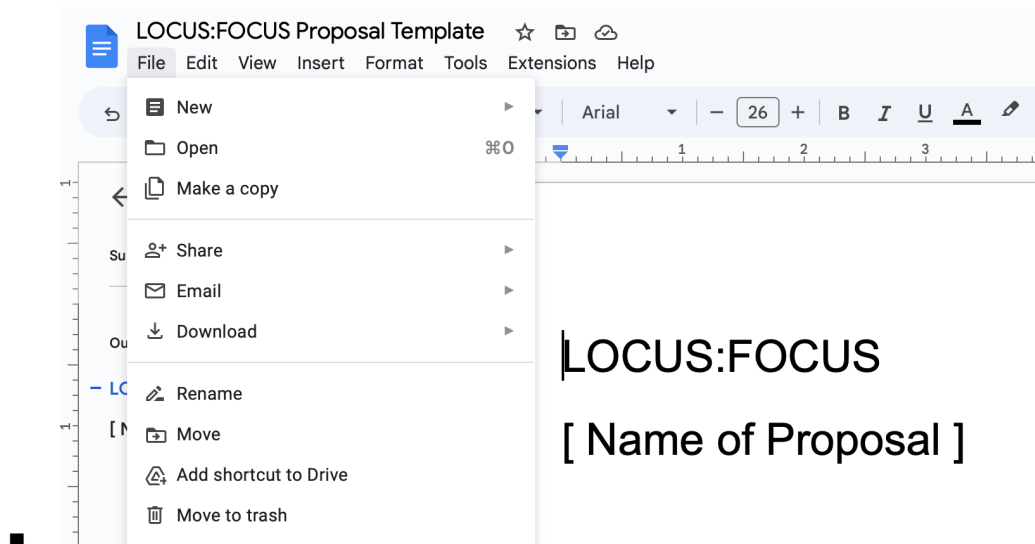
4/28/2023

Congratulations on your selection as a finalist for the LOCUS:FOCUS program! Your final proposals should be based upon the [original call](#), and the additional information provided on the new rocartsunited.org/locusfocus-finalists page. As you are developing your proposals, please keep the Project Objectives and Overview from the call centered.

CHECKLIST

Please complete the following steps to complete the proposal and final application process:

- Provide your payment information to receive your stipend(s):
<https://forms.gle/URdvhP1rhVUeZBzq5>
- Review the proposal template, **LOCUS:FOCUS Proposal Template**
- Make a copy of the template to use as the basis for your final proposal.
 - a. **To make a copy of the template:**
 - Select the “File” link from the menu bar
 - Select “Make a copy” to edit a copy online in your google account,
- OR - Select “Download” to edit a copy offline on your computer.



- b. This template was designed to ensure that proposals are evaluated on an even playing field, and provide a scaffold for applicants newer to the process. **Please follow the template as closely as possible.**

- c. **Please replace information enclosed in brackets on the template document prior to final submission.** The instructions should not be seen on the final proposal.

- Once completed, submit your application as a PDF document, by uploading using the link on the finalists information page: <https://rocartsunited.org/locusfocus-finalists> (upload link will be active after 5/15/2023, **PROPOSALS ARE DUE by 5/25/2023 11:59PM**)

Q&A

LOCATIONS

Q: Some of the locations on the location details document are “Pending Approval”, what does that mean?

A: There are lots of moving parts that go into public art, including site selection! Roc Arts United program staff did an initial walk-through with School 22 staff to identify areas that would be appropriate for installation. These locations, while initially identified as locations where sculptures and mosaics could be placed, they do require review from additional staff members. We will notify all applicants once these spaces have received additional initial approval.

Q: Can I only use the locations in the location details document?

A: You are not limited to the locations listed in the location details document.* The works can be placed within the public right of way within the LOCUS:FOCUS program area with approval from the City (and other stakeholders as needed). ***Areas within the public right of way may be available for mosaic installation, with approval. Utility poles and street furniture (including the new street furniture created or purchased specifically for this program and placed within the public right of way) are options for works. IF YOU ARE CONSIDERING A LOCATION NOT LISTED WITHIN THE LOCATIONS DETAILS DOCUMENT, PLEASE SUBMIT YOUR ALTERNATIVE LOCATION THROUGH THE QUESTIONS FORM:*** <https://forms.gle/6UH4LDVDkfonyn1X9> **BY 5/10/2023 at 11:59 PM FOR REVIEW AND PRELIMINARY APPROVAL.**

Q: Why isn't the future Civil Rights Park/Baden Park Listed as an eligible location?

A: The Civil Rights Park is in its initial planning stages, so we will not be including installations within or in the public right of way adjacent to Baden park at this time.

PROPOSAL DEVELOPMENT

Q: Can I have a 3rd party create my concept drawings and images for my application?

A: Yes.

Q: How much insurance will I need? How much are engineering drawings?

A: We are in the process of determining insurance requirements from the City of Rochester. Drawing requirements will also be based upon the final selected proposal. We are advising setting aside \$10,000 of the budget towards insurance, engineering drawings, incidentals or overages. Remaining funds can be reallocated to other areas of the budget, including community engagement, once final determinations are made.