



Brook Street School Mural Project

Request for Qualifications

Capstone Community Action Head Start

Capstone Community Action announces our search for an artist or artist team for the design, fabrication, and installation of an original mural inspired by early children's literature on the street-facing retaining wall at the Brook Street School in Barre Vermont. The artist(s) selected for the commission will conceptualize and identify appropriate aesthetic treatments for proposed project elements. The artist(s) must be able to work in collaboration with the project's Mural Review Committee made up of Capstone staff, Head Start parents, and neighborhood residents. The artists' willingness to learn about the community and to apply ideas as well as feedback from the Mural Review Committee is integral toward developing the mural design.

PROJECT GOALS

- Create an enduring piece of art that will instill community pride and be a catalyst for community connection.
- Visually display how children's books nourish our imaginations and expand our worlds.

The Brook Street School sits at the corner of North Seminary and Brook Streets. The mural will be on the street-facing retaining wall on North Seminary Street. The concrete wall, approximately 4 feet x 61 feet, supports the Brook Street School playground.



WHO MAY APPLY

The project is open to all artists, age 18 and over. Artists new to the field of public art are encouraged to apply. The project is open to teams of artists. If a team of artists is applying, a lead artist must be identified in the proposal. Capstone Community Action is an Equal Opportunity Employer and Provider. Applications from women, individuals with disabilities, veterans, and people from diverse cultural backgrounds are encouraged.

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(802) 479-1053 | (800) 639-1053 | (802) 479-5353 Fax | www.capstonevt.org

BUDGET AND EXPECTATIONS

An honorarium of \$150 will be provided to 2 - 3 finalists. The selected artist or artist team will be awarded a \$3,700 planning and design grant contract. Funds will be used to pay the artist(s) for their time in developing the specific details of the design, including materials and dimensions. Once the design is finalized, the artist(s) will be awarded a \$10,000 implementation grant contract to be used for artist fees, installation, materials, and travel expenses.

ESTIMATED TIMELINE

January 31st: Deadline for submissions (by 5:00pm)

Week of February 5th: Mural Review Committee meets to review materials and choose finalists.

Week of February 19th: Finalist interviews.

Early March: Project awarded.

March - April: Design development with Mural Review Committee.

Early May: Final design approved.

June - October: Project installation.

SUBMISSION PROCESS

Artists interested in this project must prepare and submit the following:

1. **Statement of Interest.** Describe your interest in the Brook Street School Mural Project and your qualifications or ability for undertaking such a project. Be sure to address the following selection criteria:

Collaboration and communication: ability to work and collaborate with a diverse team; willingness and ability to apply community/committee ideas and feedback; ability to communicate effectively; willingness to become familiar with the community.

Project management: ability to attend project meetings; ability to research client needs and propose an appropriate design; ability to access appropriate resources when necessary; ability to develop and work within a budget; ability to complete projects on time.

Statements of interest should not exceed one page using 12-point font size.

2. **Current resume or short biography.** If submitting as a team, a current resume should be submitted for each team member.
3. **Ten photos of the artist's work.** Image names should include the artist's name and be numbered in a way that corresponds with the annotated photo list. Artists applying as a team may submit 10 photos of each artist's work. The preferred way to submit photos is by providing a link to a folder using a cloud-based storage

service (examples are Dropbox and Flickr). Please include the link in your submission email. If this presents a challenge, please reach out by January 29th and we will send you a link to a folder that you can upload photos to.

4. **Annotated photo list.** The photo list must be numbered and include the artist's name and a brief description of each photo stating its title, date, medium, size, location, and, if a commissioned project, the commission budget.
5. **References.** A list of at least three professional references that have an intimate knowledge of their work and working methods. The list must include complete addresses and telephone numbers.
6. **Optional.** The artist may include up to three selections of support materials such as reviews, news articles, and other related information.

Please submit your application by email to: srubin@capstonevt.org

DRAFT RFQ FEEDBACK

Applicants may submit drafts of their applications for one time feedback. We recognize that responding to an RFQ may be a new experience for some and we are committed to supporting artists in submitting strong applications. Draft proposals may be emailed to Stephanie Rubin for feedback no later than January 22nd. Feedback will be provided by January 25th. Questions by phone or email are welcome at any time. You can reach Stephanie by phone at 802-249-8227 or by email at srubin@capstonevt.org.

SELECTION PROCESS

A Mural Review Committee consisting of Capstone staff members, Head Start parents, and neighborhood residents will review all artist submissions and select finalists. For interested finalists, a site visit can be arranged prior to an interview but is not required. Interview questions will be provided to finalists ahead of time.

SELECTION CRITERIA

The artist will be selected by demonstrating:

1. **High artistic quality of past work.** Samples demonstrate strong creative, innovative, and conceptual skills.
2. **Effective communication and collaboration skills.** This includes the ability to work and collaborate with a diverse team; willingness and ability to apply community/committee ideas and feedback; ability to communicate effectively; willingness to become familiar with the community.
3. **Effective project management skills.** This includes demonstrated ability to attend project meetings; research client needs and propose an appropriate design; access appropriate resources when necessary; develop and work within a budget; complete projects on time.

Once selected, the artist must design and create a mural that:

- Is of high artistic quality.
- Honors the theme of early children’s literature.
- Is of durable design and uses durable materials.
- Requires minimal maintenance.

ABOUT BROOK STREET SCHOOL

This year is the 25th anniversary of Head Start’s purchase of the Brook Street School. It was originally built as an elementary school in the 1930’s and is a historically listed building. Capstone spent a year renovating it to be a usable building for a childcare facility. Today the school serves up to sixty families and children. At the Brook Street School, Head Start families are committed to achieving their goals and to supporting their children’s education. Also located at Brook Street School is a high school for Head Start parents. Here parents model the importance of education by earning their degrees while their children receive high-quality early childhood education in the same building. Art has also become an important part of our Head Start community. An annual art show and Vermont Arts Council Artists in Schools residency program is a source of pride and celebration for our community.



ABOUT CAPSTONE COMMUNITY ACTION

At Capstone Community Action, we improve the lives of Vermonters in need by providing opportunities, education, and vital assistance. By breaking down the barriers that prevent people from thriving, we offer the hope people need, the dignity everyone deserves, and a better community for all. Our programs include emergency food, heating and utility assistance, housing counseling and homelessness intervention, transportation services, workforce development, savings and credit coaching, micro-business development, tax preparation, home weatherization, and early childhood education and development programs through Early Head Start/Head Start. Visit capstonevt.org for more information.

ABOUT CAPSTONE’S HEAD START PROGRAMS

At Capstone, we believe in early childhood education, and we know it works. We also know that children’s early learning is greatly influenced by their parents. An investment in families is an investment in the future of our communities. Our Head Start programs support both parents and their children with quality and affordable education, as well as individualized family support to take steps to achieve each family’s goals and aspirations. Programs for eligible individuals and families with children ages 0 - 5 include high-quality early childcare, parent education, home visiting, and center-based care. Visit capstonevt.org/children-and-families for more information.

