

# Granite Falls City Artist in Residence

## Call for Artists Request for Qualifications

### DEADLINE

Sunday, April 26th at 11:59pm CST

### MORE INFORMATION

[www.publictransformation.org/cair](http://www.publictransformation.org/cair)

[publictransformation@gmail.com](mailto:publictransformation@gmail.com)



DEPT OF PUBLIC  
TRANSFORMATION

## **WEBINAR**

Online Informational Meeting  
Monday MARCH 30th  
12pm-1pm CST

<https://zoom.us/j/188938192>

Webinar will be recorded  
and available online

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## PROGRAM OVERVIEW

### SUMMARY

The City of Granite Falls and the Department of Public Transformation (DoPT) are requesting qualifications from interested local, regional, and national artists for a 6-12-month City Artist in Residence program. The selected artist will be embedded in the City of Granite Falls (pop. 2,734) and work closely with the Department of Public Transformation (DoPT) to design and implement arts and cultural strategies to increase civic participation and community engagement in City policy-making, planning and public processes.



Photo credit: Tim Kaiser

## PROGRAM OVERVIEW

### BACKGROUND

Generated as a partnership between DoPT and the City of Granite Falls, the Granite Falls CAIR Program received unanimous support and approval from the City Council and has been designed with a local cross-sector CAIR Advisory Group. This small town CAIR program is the first of its kind in the country, fostering cultural work that sits at the intersection of civic, social, and place-based practice in a rural setting. The CAIR Advisory Group includes representatives from the City, the Upper Sioux Community, Yellow Medicine East Schools, Granite Area Arts Council, Granite Falls Riverfront Revitalization, Granite Falls Historical Society, Minnesota West Technical College, Pioneer PBS, Project Turnabout, Southwest Minnesota Regional Arts Council, area artists, Granite Falls business owners and local residents. The pilot year of this program is funded by the Southwest Minnesota Regional Arts Council and the National Endowment for the Arts.

The CAIR Advisory Group led a research process to design the CAIR program, including public-facing presentations with professionals in the field including civic artists: Marcus Young, Wing Young Huie, Amanda Lovelee, Seitu Jones, Michele Anderson (Springboard for the Arts) and Matthew Fluharty (Art of the Rural). Following the research process, the CAIR Advisory Group collaborated to create this Call for Artists. Representatives from the Advisory Group will also act as the CAIR selection committee and will provide ongoing support for the CAIR while they are onsite.



## PROGRAM OVERVIEW

### PRIMARY PARTNERS

Photo credit: Homehoort



The selected CAIR will be supported during their residency by two primary project partners.

#### CITY OF GRANITE FALLS

The City of Granite Falls is the governing, municipal body of Granite Falls, MN, a progressive, small town community located in the Minnesota River Valley of southwest Minnesota. Primary CAIR contacts at the City include Dave Smiglewski (Mayor), Crystal Johnson (City Manager), Cathy Anderson (EDA Director), and Chris Anderson (Water & Forestry Department).

#### DEPARTMENT OF PUBLIC TRANSFORMATION

The Department of Public Transformation (DoPT) is an artist-led organization that works locally and relationally to develop creative strategies for increased community connection, civic pride, and equitable participation in rural places. Primary CAIR contacts at DoPT are Ashley Hanson (Director) and (soon-to-be-hired) CAIR Coordinator.

Photo credit: Homehoort



## PROGRAM OVERVIEW

### PLACE

The community of Granite Falls, MN (pop. 2,897) is nestled on the banks of the Minnesota River among the gneiss and granite outcroppings of the meandering Minnesota River Valley. The town was settled on traditional Dakota land; it now neighbors the Upper Sioux Community and is the County Seat of Yellow Medicine County (including Chippewa and Renville County in its geographic boundaries). Since its settlement, Granite Falls has been home to a largely agricultural community and has deep ties to the legacy of the cooperative movement - both of which have helped sustain a strong local business economy. Area schools include the Yellow Medicine School District and Minnesota West Technical College. Over the past decade, Granite Falls has seen a renaissance led by its commitment to and support of the arts, small businesses, and outdoor recreation.

Its Main Street includes a 100-year old popcorn stand operated by local volunteers throughout the summer months, a riverwalk complete with brightly painted murals by local artists, an historic Roebling footbridge with a nightly display of colorful lights, the K.K. Berge rotating visual arts gallery, Bluenose Gopher cooperatively-owned tap house, The YES! House - DoPT's creative community gathering space, the Granite Falls Advocate Tribune, parks and green spaces, and a host of small professional and retail businesses. These regional attractions, coupled with a strong sense of community pride and participation, make the small town of Granite Falls a wonderful, creative place to live and work.



Photo credit: Harry Connolly

*Learn more by checking out these local community attractions and events*

[Southwest Minnesota Arts Meander](#)  
[Western Fest Stampede Rodeo](#)  
[Upper Sioux Agency State Park](#)  
[Fagen Fighters WWII Museum](#)  
[Andrew J. Volstead House](#)  
[Minnesota River Valley National Scenic Byway and State Water Trail](#)  
[Prairie's Edge Casino](#)  
[Granite Run Golf Course](#)  
[Lee-Mar Ranch Equine Center](#) *(with plenty of nearby horse trails!)*

## PROGRAM OVERVIEW

Photo credit: Ashley Hanson



Photo credit: Homeboat



## OBJECTIVES

The CAIR will collaborate with DoPT and the City staff on projects that center on the following objectives:

- > Use arts, design, cultural strategies, and civic / social practices to help City departments with their current projects and initiatives;
- > Design and implement creative strategies to connect City systems and the community, including new approaches for community engaged policy-making, planning, and practice;
- > Enhance the City's approach to community engagement, including working effectively with traditionally underserved and underrepresented community members;
- > Help connect the City with experienced local community artists, designers, and cultural workers;
- > Assist with documentation and evaluation of the CAIR program.

## RESIDENCY DETAILS + RESPONSIBILITIES

### RESIDENCY DETAILS

The selected CAIR will work with the City of Granite Falls for a 6-12 month period between the fall of 2020 and spring / summer of 2021. The CAIR will be provided with a fully furnished 1-bedroom apartment and will be supported in their residency by staff at the local artist-led non-profit, the Department of Public Transformation (DoPT) and the CAIR Welcoming Committee. CAIRs are welcome to relocate their partners, family, and / or well-behaved pets during their residency period.

The CAIR will be provided with a work station at City Hall, and access to public gathering spaces and studios at The YES! House, operated by DoPT. The selected CAIR will work with DoPT and City staff to develop a project proposal, workplan, timeline, and deliverables during the following phases:

- > **Research & Discovery:** getting to know the community, the City, the people, the place;
- > **Project Development:** propose project(s) to work on during the residency - including development of timeline and budget;
- > **Implementation:** implement the proposed project;
- > **Documentation & Evaluation:** assist DoPT and the City with documentation and evaluation throughout to help capture key findings and inform future residencies.



## RESIDENCY DETAILS + RESPONSIBILITIES

### RESPONSIBILITIES

#### ONSITE RESIDENCY

- > Live onsite in the community of Granite Falls, MN for 6-12 months (half or part-time residency for longer engagements are also acceptable / negotiable; local artists that live less than 60-miles away are welcome to live off-site).
- > Work onsite with the City of Granite Falls (approximately 30 hours per week or 120 hours per month). Onsite hour allocation and method for tracking / reporting will be determined with input from Artist and partners during the development of the artist agreement, based on the residency length and approach.

#### COMMUNITY MEETINGS AND EVENTS

- > Participate in onsite orientation, meetings, and other project- related events, check-ins, and ongoing evaluation efforts.
- > Attend departmental, City Council, and community meetings / events.
- > Have a public working presence within City Hall.

#### PROJECT DEVELOPMENT

- > Develop a project proposal in collaboration with City staff and DoPT. These proposals will vary depending on the artist selected, but may include:
  - Development and implementation of arts-based practices to engage with underserved and underrepresented community members to increase equity in civic participation;
  - Collaboration with local arts and cultural workers, arts, cultural and community organizations, residents, and businesses;
  - Building authentic, trusted, and transformative relationships with community members and City staff;
  - Trying out new ideas, processes, and actions in collaboration with City staff and DoPT;
  - Producing public, creative community events (ie. theater performance, visual arts exhibit, workshop, event, etc.)
- > Develop a project timeline and an itemized projected budget (up to \$15,000) with guidance and approval by DoPT and City staff.

## RESIDENCY DETAILS + RESPONSIBILITIES

### RESPONSIBILITIES (cont.)

#### COMMUNICATION + ADMINISTRATION

- Provide regular communication with City staff and DoPT (details to be determined with input from Artist and partners during the development of the artist agreement and based on residency length / approach).
- Provide appropriate documentation (receipts) for project budget expenses (to be discussed in more detail in Project Development phase).
- Follow City of Granite Falls regulations and processes for all administration and while onsite at City Hall.
- When working on City efforts, become familiar with appropriate project background information, including relevant research and data.
- Build relationships with project collaborators, local arts and cultural workers, local residents, and community stakeholders.
- Engage with City staff in all departments to support the thorough integration of arts-based innovation within the City.



Photo credit: Homeboat

#### DOCUMENTATION + EVALUATION

- Assist DoPT and City staff with CAIR program evaluation and documentation, including video, photos, written reflections, mixed-media, etc.
- Work with DoPT and City staff to build, develop and extend arts-based practices in the City and community through documentation, evaluation, and communication of onsite practices.

## CONTRACT AMOUNT AND TERMS

### CONTRACT

Granite Falls CAIR is designed as a work-for-hire, independent contract opportunity with a commitment of 6-12 months. Selected Artist will work with DoPT and City staff in a collaborative team through Research & Discovery, Project Development, Implementation, and Evaluation. The CAIR will be responsible for their personal health / medical insurance; event insurance will be covered by the City (for City related events) and / or DoPT for public events.

### COMPENSATION

Selected Artist will receive a stipend of **\$3000 per month** (approximately 120 hours per month at \$25/ hour). Lodging costs (rent and all utilities) will be covered by DoPT.

### PROJECT EXPENSES

Selected Artist will be allocated an additional project budget of up to **\$15,000**. The Artist will collaboratively determine the use of their allocated project budget with DoPT and City Staff. Selected artists will also receive a **\$1,000** travel stipend to help offset the cost of ground travel to, from, and during the residency period (additional travel costs may be included as part of the project budget).



Photo credit: Homeboot



Photo credit: Homeboot

## ELIGIBILITY

### ELIGIBILITY

To be eligible for the Granite Falls CAIR program, applicants must:

- > be available onsite in Granite Falls for all events, meetings, and required appointments throughout the contract term.
- > have a history of social, civic, interactive, and/ or community-based artistic practice.
- > have experience with and / or deep interest in rural community work.
- > have a driver's license and working vehicle (due to the nature of rural work and lack of access to public transportation).
- > complete a background check (required of all City contractors).

### NON-DISCRIMINATION POLICY

DoPT and the City of Granite Falls do not discriminate in their selection processes on the basis of race, national or ethnic origin, ancestry, age, religion or religious creed, ability, sex or gender identity and/or expression, sexual orientation, military or veteran status, genetic information, or any other characteristic protected under applicable federal, state or local law. In addition, please review [DoPT's Equity Policy](#).

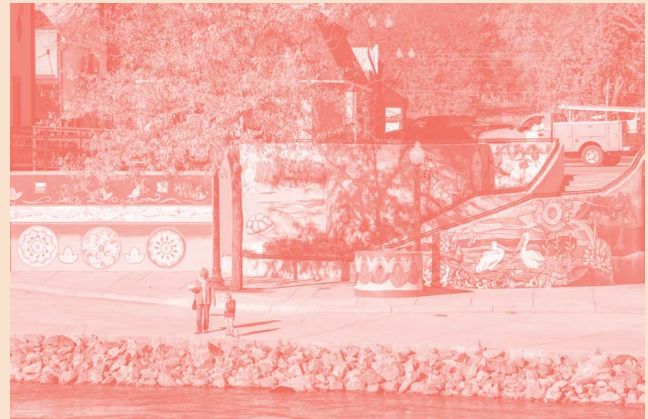


Photo credit: Harry Connolly

## SELECTION CRITERIA

Photo credit: Homeboat



Photo credit: Homeboat



## CRITERIA

Granite Falls CAIR program is open to artists, designers, and cultural workers of all disciplines, including but not limited to: visual arts, performing arts, literary arts, media arts, graphic arts / design, process design, civic / social / community-based practice, interdisciplinary and/or multidisciplinary arts. Our criteria for selecting a CAIR artist is based on the combination of:

1. experience as a practicing artist, with a focus on community engagement,
2. interest in, connections to, and / or experience working in and with community members from a diverse range of social, cultural, economic, and political backgrounds,
3. interest in, connections to, and / or experience working in a rural context,
4. interest in, connections to, and / or experience collaborating with local government,
5. And, professional capacity, or how the residency fits in to the artist's life and practice.

## SELECTION CRITERIA

### CRITERIA DETAILS

#### EXPERIENCE AS A PRACTICING ARTIST

- > Demonstrated three years minimum experience as a practicing, working artist.
- > A focus on community engagement, social issues, and developing and implementing new processes as part of their creative practice.

#### WORKING IN AND WITH COMMUNITY

- > Demonstrated experience or strong interest in working with communities and/or public in creative process,
- > Knowledge and skills to advance equitable representation and equity-focused work in civic processes,
- > Exceptional cultural competency and demonstrated ability to constructively work with traditionally underrepresented and underserved communities,
- > Practice deep listening and authentic relationship building.

#### WORKING IN A RURAL CONTEXT

- > Experience and / or strong interest in working with small towns and / or rural communities,
- > Demonstrated understanding of rural culture and challenges related to geographic inequities.

#### COLLABORATING WITH LOCAL GOVERNMENT

- > Strong interest in the intersection of art, city processes, and civic life,
- > Ability to work collaboratively with public-sector agencies, including collaborating with City departments to achieve goals,
- > Demonstrated experience at navigating systems, with a willingness and ability to work within required public processes.

#### PROFESSIONAL CAPACITY

- > Strong communication, facilitation, interpersonal, and presentation skills,
- > Ability to learn and grow, be flexible and adaptable, and overcome challenges in a collaborative work environment,
- > Regular availability during residency terms,
- > Ability to meet commitments.

## SELECTION PROCESS + TIMELINE

### MARCH 9

CAIR Application opens and FAQ sheet available at <http://www.publictransformation.org/cair>

### MARCH 30 | 12PM CST

Granite Falls CAIR Informational Webinar led by DoPT and City of Granite Falls staff.  
<https://zoom.us/j/188938192>

### APRIL 5

FAQ sheet updated with questions from Webinar.

### APRIL 26 | 11:59PM CST

Application deadline. Apply by submitting all required materials to [PublicTransformation@gmail.com](mailto:PublicTransformation@gmail.com)

### MAY

Selection of finalists and interviews; finalists will receive a **\$250 honorarium** for their time participating in the interview process.

### JUNE

CAIR Artist selected and contract agreement in place.

### SEPTEMBER / OCTOBER

Artist residency begins; start date is negotiable and will be determined in discussion with artist and partners.

## APPLICATION PROCESS

Photo credit: Homeboot



Photo credit: Homeboot



## FORMAT + MATERIALS

Please submit applications by **Sunday, April 26th at 11:59pm CST** to [PublicTransformation@gmail.com](mailto:PublicTransformation@gmail.com). All application materials must be submitted according to the details listed below. No hard copy applications or work samples will be accepted.

*You will receive a confirmation of all materials received. Please allow 1-2 business days to receive confirmation. Ensure that all application materials receive confirmation.*

We request all application materials be submitted to [PublicTransformation@gmail.com](mailto:PublicTransformation@gmail.com) by providing a **public shareable link** to a Google Folder or DropBox\* that includes the following documents:

- Contact Sheet
- Application Narrative (written document or video)
- Bio / Resume
- References
- Work Samples
- Work Sample Descriptions

*\*If you do not have access or ability to submit documents via Google Drive or DropBox, please email all of the above documents as attachments to [PublicTransformation@gmail.com](mailto:PublicTransformation@gmail.com)*



## APPLICATION PROCESS

### INSTRUCTIONS

#### CONTACT SHEET

Include your name, phone number, email address, and any other relevant contact information (ie. website).

#### APPLICATION NARRATIVE

Please submit a written document that is no longer than 3-pages (or a video that is no longer than 5-minutes, if submitting a video application instead of a written application) addressing the following:

- Describe your experience as a practicing artist.
- Describe your approaches to working in and with traditionally underrepresented communities and for working with community members from a diverse range of social, cultural, economic and political backgrounds.
- Describe your experience or interest in working in a rural context. How might your practice intersect with the strengths and complexities of rural life and culture?
- Describe your interest in or connection to collaborating with local government and / or the intersection of art, civic processes, and community life?

- Describe your professional capacity. Why is this the right time for you to be participating in this residency? How does this residency fit into your life, other projects, and practice?
- Include an ideal timeline and residency structure, including how many months you can commit to living and working in Granite Falls (6-12 months), what your residency structure might look like (onsite full time; onsite part-time), and any people (or pets) that may be joining you.

#### BIO / RESUME

Include information on your background, projects, practice and experience related to this opportunity. Flexible in format and length.

#### REFERENCES

Submit a document including full names, relationship to you / your work, email addresses, and phone numbers of three (3) professional references from past projects.

## APPLICATION PROCESS

### INSTRUCTIONS (cont.)

#### WORK SAMPLES

Work samples should be submitted as

- a) a link to your portfolio of work or a document that showcases your portfolio of work; or
- b) up to 7 high-quality examples of your artistic work that relate directly to the CAIR opportunity. Work samples do not need to be your most recent work, but should relate to this opportunity.

Work sample submissions are flexible in style, length, and approach, but please submit in the following formats:

- Images - as jpegs or pdfs.
- Written - as pdfs, word or Google docs.
- Videos - uploaded to shared folder or document with links to Youtube, Vimeo, etc.
- Audio - uploaded to shared folder or document with links to Soundcloud, website, etc.

*\* We do not expect submissions in each work sample category - multi / interdisciplinary artists can submit under multiple categories, while keeping the total amount of work samples submitted to 7 or under.*

#### WORK SAMPLE DESCRIPTIONS

Submit a document detailing your work samples. Briefly describe the work sample using the prompts below as they relate to your work.

- Corresponding Work Sample Name / Number
- Project Details: what happened? where? when?
- Players and Partners: what was your role? partners? community involvement?
- Please share anything you would like us to know about how this work sample relates to the Granite Falls CAIR opportunity.

*Please limit each work sample description to approximately 250 words per sample. Work sample descriptions can also be included with the work sample itself and does not need to be a separate document.*

# Granite Falls City Artist in Residence

*Granite Falls City Artist in Residence program is made possible with support from the National Endowment for the Arts and the voters of Minnesota through support from the Southwest Minnesota Arts Council, thanks to a legislative appropriation from the Arts and Cultural Heritage Fund.*



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