

<Note that this section would be added to the Los Altos Public Arts Guidelines as Section 6>

## **Community Collaborations: Strengthening Participation in the Arts through Local Partnerships**

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### **Overview**

Partnering with complementary arts-based organizations is an effective way of enhancing our community's participation in public art and placemaking. These types of collaborations also support the Los Altos Public Arts Commission's (LAPAC) goal of using the arts to enhance areas where people live, work and play.

As a Commission, our work with other groups should be true collaborations, including but not limited to researching and deciding together on an idea, site selection, artist(s) / artwork selection, joint funding, and media outreach.

### **LAPAC's goal for all sponsored or co-sponsored public art programs is to:**

- Shape the quality of life and spirit in our community;
- Build a stronger sense of place and identity;
- Enhance pride and community collaboration;
- Enrich the community experience; and
- Create economic vitality by creating interesting and "visit worthy" public spaces.

### **Program Operating Guidelines**

- Art that the LAPAC accepts for this program will adhere to the policies outlined in the *Guidelines for Public Art in Los Altos*, rev. August, 2018.
- Equal contribution of funds from each partner organization is required. This includes art search fees, artist stipends, art insurance, installation, maintenance, signage, media expenses, and other costs associated with the successful exhibition of artwork.
- To keep our arts program fresh and not reliant on a single group, partnerships with the same organization will be limited to once every 24 months.
- As part of the annual budget process, Calls for Art, "fixed expense" public arts priorities (art maintenance, signage, installation, and insurance costs), community-focused art programs, Community Center art, and other Commission priorities are decided upon and budgeted, prior to committing to partner or sponsorships.
- Co-sponsored program dates (with milestones) will be agreed upon prior to launching a partnership with a local arts organization.
- During initial planning, LAPAC and the potential partner/sponsor will agree on a promotional/media plan, identify required promotional materials, and all associated costs.
- Payment by the City or reimbursements by the co-sponsor will be paid by the agreed upon method (by milestone, activity, or on completion).
- Partnerships, partnership / sponsorship communications will reflect the joint nature of the venture.

## Identifying Potential Partners

- During the Commission's workplan development discussions, an activity may be identified that will benefit from the participation of another Los Altos or County arts group. Following our Program Operating Guidelines, a designated subcommittee will identify a group that may be interested in supporting the proposed program.
- LAPAC will draft a proposal outlining project scope, proposed dates, expected cost (marketing, art installation, signage, etc.) commission and staff requirements, benefits to the community and LAPAC, calendar conflicts with other City events, and potential co-sponsors.
- The subcommittee will finalize the proposal and City Staff will post on the City's website so that we are able to promote and attract a diverse source of participants.
- Projects must comply with the City's requirements where an RFP (Request for Proposal) may be necessary.
- Organizations submitting proposals will be vetted by the subcommittee and then presented during a scheduled LAPAC meeting.
- If a proposal is complementary with the LAPAC's plan, the LAPAC will determine through our standard approval process.