

Call for Artist Proposals - Art for the Moment

Program Overview

Art for the Moment is an initiative of the City of Lethbridge Public Art Program, administered by the Allied Arts Council of Lethbridge (AAC)

Art for the Moment invites artists and artist teams to propose temporary public art projects that will be installed or performed across Lethbridge between January and September 2027. The program's goals include animating public spaces, spreading creative interventions across the city, collaborating with existing cultural activities or institutions, lowering barriers for artists new to public art, and creating documentation that can inform future advocacy. Projects should consider alignment with established festivals, markets, neighbourhood celebrations or other public programs, but independent ideas are welcome.

Commission Details and Budget

- **Number of projects:** Up to six (6) commissions will be supported.
- **Commission amount:** Applicants may request up to **CA\$8,000 (incl. GST)** per project to cover all costs, including artist fees, materials, equipment, fabrication, transportation, permits, insurance, installation, de-installation and contingency.
- **Linked Projects:** Proposals may include a series of up to three connected installations, performances, events, or activations. The activities must form one cohesive project, take place within the January to September 2027 program period, and remain within the maximum total commission of \$8,000.
- **Additional supports:** The program provides funding for professional documentation (photography), community accessibility and engagement support, signage, minor site logistics and a public wrap-up celebration. Artists should include a **documentation plan** in their proposal but need not budget for the photographer.
- **Payment schedule:** An initial 50% upon signing, 30% upon completion of the public activation(s), and 20% after submission of a final report and, where applicable, removal/cleanup.
- **Artist Fees:** Project budgets must include a clearly identified artist fee. A minimum of 30% of the requested project budget should be allocated to artist fees. Artist fees are intended to compensate the artist's creative labour, including concept development, project planning, meetings, administration, community engagement, preparation, installation, de-installation, and other artist time required to complete the project.

Materials, fabrication, equipment rentals, permits, insurance, travel, documentation, and other project expenses should be listed separately from the artist fee.

- **Curatorial Fees:** Projects involving a curator are eligible. Curatorial fees may not exceed 25% of the total project budget. Proposals involving curation must include a curatorial concept, the participating artists or proposed artist-selection method, and a clear description of the curator's roles and responsibilities.
- **Insurance:** Selected artists must obtain and maintain insurance appropriate to the proposed project, as determined during contracting and site planning. Project-specific insurance costs are eligible budget expenses and should be identified in the proposal. Where commercial general liability insurance is required, artists must provide proof of coverage before installation or public presentation.

Eligibility

- Artists and teams working in any medium (visual arts, sculpture, installation, media arts, performance, sound, digital, socially engaged practice, etc.).
- Priority given to artists connected to southern Alberta; however, proposals from artists across Alberta or neighbouring regions will be considered.
- Artists who self-identify as emerging, BIPOC, or from under-represented groups are encouraged to apply.
- Collaboration and experimentation are welcome.
- All proposed installations, performances, events, or other public-facing activations must take place within the municipal boundaries of the City of Lethbridge.
- Applicants may apply with a confirmed community partner, independently identify and secure a partner, or request an introduction to an organization that has responded to the Community Partner Expression of Interest. Where the Allied Arts Council facilitates an introduction, the artist and community partner will remain responsible for confirming their respective roles, expectations, and project commitments.
- Projects must be public-facing and within Lethbridge city limits.

Proposal Requirements

Proposals must be submitted as a single PDF (max 10 MB) and include:

1. **Project description** - describe the concept, medium, intended experience and how the work animates public space.
2. **Proposed site/event** - specify the proposed location, event, or context and indicate whether the site and community partnership are confirmed, still being developed, or require a match through the Community Partner Expression of Interest.
3. **Budget** - outline how the requested funds (up to \$8,000) will be used, including artist fee, materials, fabrication, travel, equipment rentals, permits and contingency.

4. **Timeline** - indicate project milestones, including design, fabrication, installation, activation, and de-installation. Projects should be completed between **January and September 2027**.
5. **Technical and site needs** - describe power requirements, equipment, installation method, and any special considerations (e.g., engineering, safety, weather, accessibility). Artists must ensure feasibility and obtain necessary permits; minor logistical support is available from the program.
6. **Documentation plan** - outline how the project will be documented (e.g., photographer coordination, community involvement). Documentation must allow the Allied Arts Council and City of Lethbridge to share results and promote future programs.
7. **Demobilisation/cleanup plan** - explain how the work will be removed without leaving damage or debris.
8. **Community connection** - provide a short statement on how the project relates to or engages a specific audience or community. For partnered proposals, describe the collaboration; for match requests, specify the desired partner type.
9. **Artist résumé(s) or CV(s) and samples** - up to five images or links showing past work relevant to public art, including project titles, dates, media and your role.
10. **Applicant information** - Name, Artist name for marketing purposes (if applicable), email, phone number, and location.

Selection Criteria

Proposals will be evaluated by a selection committee composed of community members, arts professionals and city representatives. Criteria include:

- **Artistic merit** and innovation.
- **Public experience and visibility** - how the project engages audiences and enhances the site.
- **Feasibility and safety** - realistic budget, timeline and installation plan; compliance with permits and safety regulations.
- **Responsiveness to site/event** - thoughtful integration with location, context or partner programming.
- **Community relevance** - demonstration of meaningful connections with local communities, consideration of accessibility and inclusion, and respect for cultural protocols.
- **Environmental responsibility and project afterlife** - thoughtful consideration of material use, waste reduction, de-installation, reuse, recycling, responsible disposal, and whether elements of the work can continue to have a useful life after the public activation.
- **Event or partner alignment** - when applicable, how the project complements existing festivals or events.

Number and Value of Commissions

The program expects to support up to six projects. The final number of projects will depend on the budgets and needs of the selected proposals.

Applicants may request **up to \$8,000 (incl. GST) per project**.

Project budgets must include all costs directly associated with the development and delivery of the proposed project, including:

- Artist fees;
- Materials and fabrication;
- Equipment and technical rentals;
- Transportation and travel;
- Project-specific permits;
- Insurance;
- Installation and de-installation;
- Community engagement expenses;
- Curatorial fees, where applicable; and
- Project contingency.

Timeline

- **September 2026** - Call opens
- **October 13, 2026** - Information session
- **October 30 2026** - Submission deadline
- **November 2026** - Selection & adjudication
- **November 2026** - Artist-partner matchmaking
- **December 2026 - January 2027** - Contracting & planning
- **January - September 2027** - Production & installation
- **September 2027 (Arts Days)** - Wrap-up celebration

How to Apply

Submit complete proposals electronically to **publicart@artslethbridge.org** with the subject line *“Art for the Moment - Artist Proposal”* by **4:30 p.m.(MST) on October 30, 2026**. Only digital submissions in PDF format will be accepted. Questions may be directed to the Public Art Program via **publicart@artslethbridge.org** or **403-320-0555**.