



Oregon City Public Art Renovation Grant Application

This grant application is available online at <https://www.jotform.com/build/250027210170034>. Please contact Ann Griffin in the Economic Development Dept. with any questions at 503-974-5517.

1) Applicant Information

Name _____

Business Name (if applicable) _____

Address _____

Contact information (phone and email)

Who are the members of your project team? Please identify the artist or artist team that will undertake the work. Please provide a resume for the lead member of the project team with photograph(s) of sample work. If you haven't yet identified an artist to do the work, Economic Development staff may assist you.

2) Project Description and Location

Describe the public artwork that will be restored with this grant. If the artwork is included in the 2024 Oregon City Public Artwork Assessment report, please indicate the report number.

If the artwork is not in the report, provide the address where the art is located and upload 1-2 photos showing the piece in its entirety and the damage that will be addressed. If you are not able to upload photos with the online application, please send them via email to agriffin@orcitey.org.

Describe the specific actions that will be taken to restore the artwork and steps that will be taken to help maintain the improvement in the future.

3) Timeline

Please provide a project timeline. Tell us when you plan to begin the renovation and when you anticipate project completion. If you anticipate that your project will last more than 4 weeks, please include any major project milestones.

Start date: _____

Major Project Milestones (if applicable): _____

Projected Completion date: _____

4) Project Budget

Provide a general project budget, showing the anticipated sources of income including the requested grant funds. Grant funds may be used for artist compensation, paint/related materials, protective coating and liability insurance. Matching funds are not required for this grant. Grant applicants may apply for up to 50% of the total project cost or \$12,000, whichever is less. All grant funds must be expended before June 30, 2025.

Staff are available to assist you in completing this table. Please let us know if you have questions.

Oregon City Public Artwork Renovation Grant Project Budget	
A. Sources of Funds	
Source	Amount
Grant Request	
Total Sources of Funds	
B. Uses of Funds	
Item	Anticipated Cost
Artist Compensation	
Materials – Paint & Related Supplies	
Materials – Protective Coating	
Commercial Liability Insurance	
Total Uses of Funds	

You may add additional lines if you need more space. NOTE: **The total Uses of Funds must equal the total Sources of Funds.**

5) Proof of Insurance

The applicant to the mural arts program shall obtain a Certificate of General Liability Insurance in the amount of \$1,000,000, naming the City of Oregon City as an additional insured. The Certificate of General Liability shall be in effect during the mural installation period and re-instated again when the Mural is either being refurbished or removed. The initial Certificate of General Liability must be in effect prior to the applicant receiving a permit to move forward with the disposition of the mural. Insurance costs may be paid for with grant funds.

6) New Easement or Easement Renewal (for public murals on private property)

Public Murals in the City of Oregon City require a 5-year easement between the property owner and the City of Oregon City. Is there an existing Easement Agreement related to the mural on the property?

Yes _____ No _____

If you answered “No,” then a New Easement must be agreed to between the Property Owner and the City of Oregon City. The required Easement Agreement may be found online on the City of Oregon City webpage in the Oregon City Arts Commission section, or by contacting Ann Griffin, agriffin@orc.org.

7) Safety Plan

Please describe your plan for ensuring the safety of the artist team and the general public during the Public Art Renovation project. If you will use scaffolding, lifts, or ladders, describe your plan for maintaining access to sidewalks, streets and businesses and ensuring the safety of the public and the artists.

Will you need to close public right of way such as a sidewalk or street to safely complete the project? (Yes/No) _____

Staff can assist you in applying for a right-of-way closure permit.

ARTIST INFORMATION (If different than the applicant)

Lead Artist's Name _____

Business Name (if applicable) _____

Email _____ Phone _____

Artist's Mailing Address _____

City/State/Zip _____

Name(s) of any other participating artist(s)

Email _____ Phone _____

PROPERTY OWNER INFORMATION (If different than the applicant)

Name _____

Business Name (if applicable) _____

Email _____ Phone _____

8) PAYMENTS AND FINAL REPORT. The applicant will be notified by staff when their project is accepted into the Public Art Renovation Grant program. The applicant may be invited to attend an Arts Commission meeting to answer questions about their project, particularly if the project involves the restoration of a mural. Following notification that they have been selected to receive a Public Art Renovation grant, 75% of the grant funds will be awarded. The remaining 25% of the grant funds will be released once the City receives a copy of the final report. The final report should include the following:

- a) Before and after photos of the public artwork. Include a “close up” photo if necessary to capture the repair work completed.
- b) Brief description of the project, including size of mural
- c) A revised final budget, if modified from the original budget submitted.
- d) A list of any additional sponsors of the project.

SIGNATURES

Applicant Certification:

I, as the public artwork restoration grant applicant, certify that the information and materials provided herein are correct and true to the best of my knowledge.

☐ **Check here in case of mural restoration:** I understand that the City requires an anti-graffiti coating be applied to the restored mural to help abate graffiti and vandalism and certify that such a coating has been applied to this mural.

Signature

Name (print)

Date

Property Owner Certification (if different from applicant):

I certify that I am the owner of the project property. I further certify that I have not been given or received any compensation for the installation of the mural (other than for work performed) and have read, understand, and will abide by the Oregon City Public Art Mural Guidelines, and I give permission for the placement of the mural as presented in the application.

Signature

Name (print)

Date

Deadline for Submissions:

The deadline for submitting project proposals is **Wednesday, March 12th at 5:00 p.m. PST.**

This application may be completed online: <https://www.jotform.com/build/250027210170034>.

For more information, contact Ann Griffin at 503-974-5517 or agriffin@orccity.org.

Thank you.