



WARMING SHELTER/ART INSTALLATION APPLICATION

The City of Windsor is **inviting Windsor and Essex County architects, students of architecture, landscape architects, interior designers, artists, industrial designers or Multi-disciplinary teams** to participate in designing and creating Warming Shelters/Art Installations as part of Bright Lights Windsor.

Projects must focus on encouraging a unifying experience of people and represent/reflect our connection to the River and the Land. The final projects must utilize natural resources in construction and take advantage of natural processes in the design to create a heat source and wind barrier for the warming hut.

APPLICATION ID: _____ **(for office use only)**

Please complete ALL sections for consideration. Please Print.

APPLICATION CHECKLIST

- | | |
|--|---|
| <ul style="list-style-type: none"> ○ Completed and signed application ○ Current artist curriculum vitae (CV) of all collaborative members ○ Electronic access to an online portfolio ○ Project Information: Including project description and specifications; Photos and or renderings of the proposed design, including size and materials | <ul style="list-style-type: none"> ○ Project timeline (indicating when the project will commence and be completed) (Project installation deadline by November 23 2018) ○ Quantity of shelters applying to construct ○ Project Proposal (250-500 words) ○ Names and contact information of three references familiar with your work |
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APPLICANT INFORMATION – INDIVIDUAL

Name:	
Address:	Postal Code:
Phone:	Email:
Web Portfolio:	
Please attach your Current Artist curriculum vitae (CV):	

APPLICANT INFORMATION – COLLABORATIVE

MAIN CONTACT	
Name:	
Address:	Postal Code:
Phone:	Email:
Web Portfolio:	
COLLABORATIVE MEMBERS (If you require more spaces please attach a separate sheet)	
Name:	
Address:	Postal Code:
Web Portfolio:	
Name:	
Address:	Postal Code:
Web Portfolio:	
Please attach a curriculum vitae (CV) for all collaborative members	

APPLICANT INFORMATION – INDIVIDUAL/COLLABORATIVE

Tell us about you or your collaborative track record of similar projects/installations

PROJECT INFORMATION

Title:		
Medium:		
Size/Dimensions:		
<i>*Please attach any photos or design specification of your project</i>		
Project Timeline: (project installation deadline November 23 2018)		
Quantity of Shelters to be produced	<input type="radio"/> One Shelter	<input type="radio"/> All Four Shelters
Maintenance Requirements:		
Estimated cost to maintain:		

PROJECT PROPOSAL – 250-500 words

Please complete and attach a 250 to 500 word project proposal that considers the following;

- How will your project impact the community?
- Will your project spark memories both now and in the future?
- What are the maintenance and installation costs of your project?
- Is your project accessible to all residents and visitors? (explain why)
- Is your project made from a durable material that will stand up over time? (explain why)

REFERENCES

Name:	
Phone:	Email
Name:	
Phone:	Email
Name:	
Phone:	Email

YOU ARE FINISHED

Please sign and date your application. Please note that by signing, you have read and understand the project guidelines, including but not limited to the terms of eligibility, project budget and materials and site considerations.

Applicant signature: _____	Application Date:
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APPLICATION PROCESS

- Please send all applications electronically to mstaadegaard@citywindsor.ca
- A jury will be convened to review and adjudicate all applications. City of Windsor has final approval.
- All decisions are final; not subject to review or appeal.

SUBMISSION INFORMATION

All applications must be received no later than October 23 - 3pm

Please send completed applications to mstaadegaard@citywindsor.ca

FOR FURTHER INFORMATION

519-253-2300 x 2726

mstaadegaard@citywindsor.ca

TO BE COMPLETED BY THE CULTURAL AFFAIRS OFFICE

Date/Time Received	Complete?	Sent to Jury	Adjudication Complete	Jury Recommended (Y or N)	Date Applicant Notified