

# MOSCOW ARTS COMMISSION



Sonja Foard  
Commission Chair  
[mac@ci.moscow.id.us](mailto:mac@ci.moscow.id.us)

Regular Meeting  
~Agenda~

Megan Cherry  
Staff Liaison  
208.883.7036

<https://www.ci.moscow.id.us/452/Moscow-Arts-Commission>

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Tuesday,  
January 13<sup>th</sup>, 2026

5:00 PM

Council Chambers  
206 E. Third St.

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## WELCOME AND ATTENDANCE

## REGULAR AGENDA

### 1. Reading of the Mission Statement

The mission of the Moscow Arts Commission is to enrich the community by celebrating and cultivating the expression of all forms of art and culture. Fulfillment of this purpose shall be based upon the following values:

- Recognition and promotion of artists' value by creating opportunities for work to be experienced.
- Facilitation and promotion of the social, educational, and economic value of all forms of art and culture in the community.
- Performance of leadership, collaboration, and outreach in the conversation between all forms of art and culture with partner agencies, city leaders, and the community.

### 2. Approval of Minutes from December 9<sup>th</sup>, 2025 (ACTION ITEM)

**PROPOSED ACTION:** Approve minutes, amend minutes, or take such other action deemed appropriate.

### 3. Public Comment and Response to Previous Comments (limited to 10 minutes)

Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

### 4. City Shop Mural Selection Panel (ACTION ITEM)

The RFQ period for the City Shop Mural is now open through March 2<sup>nd</sup>, 2026. The MAC is invited to provide recommendations for the following Selection Panel members:

- MAC Members (2)
- Community representative, preferably from project impact area (1)
- Artist not involved with the public art project (1)

**PROPOSED ACTION:** Recommend Selection Panel members, or take such other action deemed appropriate.

**5. Moscow Police Department RFQ (ACTION ITEM)**

The MAC and members of MPD staff have worked to develop a Public Art project for the Moscow Police Station. MAC members are now invited to:

- Review the RFQ draft and propose any changes
- Recommend one (1) MAC member and one (1) artist from the community to serve on the Selection Panel.

Upon recommendation by the MAC, Arts staff will present the project to City Council for approval.

**PROPOSED ACTION:** Recommend RFQ and Selection Panel members, or take such other action deemed appropriate.

**6. Vinyl Wrap RFP and Selection Panel (ACTION ITEM)**

The 2026 call for vinyl wrap designs is scheduled to be published in January 2026. The program invites artists to submit print-ready designs for installation in vinyl on traffic control boxes throughout the community. The program is set to accept one (1) submission from each artist. Installations slated for this year include the replacement of vinyl on four (4) boxes already incorporated into the collection.

The 2026 Vinyl Wrap locations are:

- Line Street & Hwy.8
- Sweet Avenue & Hwy. 95
- 3<sup>rd</sup> Street & Main Street
- D Street & Hwy. 95

The MAC is invited to provide recommendations for the following Selection Panel members:

- MAC Member (1)
- Local Business Representatives (2)

**PROPOSED ACTION:** Recommend RFQ and Selection Panel members, or take such other action deemed appropriate.

**REPORTS**

**1. Volunteer Hour Tally for December 2025 (Cherry)**

**2. Staff Report (Cherry)**

“Produce” at the Third Street Gallery

Mural at City Shop

**ADJOURN**

**NOTICE:** It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City’s ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at [adacoordinator@ci.moscow.id.us](mailto:adacoordinator@ci.moscow.id.us) at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.

# MOSCOW ARTS COMMISSION



TBD  
Commission Chair  
[mac@ci.moscow.id.us](mailto:mac@ci.moscow.id.us)

Regular Meeting  
~Minutes~

Megan Cherry  
Staff Liaison  
208.883.7036

<https://www.ci.moscow.id.us/452/Moscow-Arts-Commission>

Tuesday,  
December 9<sup>th</sup>, 2025

5:00 PM

Council Chambers  
206 E. Third St.

Foard called the meeting to order at 5:01 P.M.

MEMBERS PRESENT: Sonja Foard, Vice Chair: Cindy Barnhart, Sue Clark, Kim Crimmins, Jacob Wilson, Donna Woolston, Stefan Yauchzee  
MEMBERS ABSENT: Michelle Chamberlain, Gail Martin, Sandra Stoops, Erica Wagner  
OTHERS: Bryce Blankenship  
STAFF: Megan Cherry, Britany Luft

## REGULAR AGENDA

### 1. Reading of the Mission Statement

*The mission of the Moscow Arts Commission is to enrich the community by celebrating and cultivating the expression of all forms of art and culture. Fulfillment of this purpose shall be based upon the following values:*

- *Recognition and promotion of artists' value by creating opportunities for work to be experienced.*
- *Facilitation and promotion of the social, educational, and economic value of all forms of art and culture in the community.*
- *Performance of leadership, collaboration, and outreach in the conversation between all forms of art and culture with partner agencies, city leaders, and the community.*

Clark read the mission statement.

### 2. Approval of Minutes from October 14<sup>th</sup>, 2025 (ACTION ITEM)

Woolston moved to approve the minutes as presented, seconded by Yauchzee. Roll Call Vote: Ayes: (7). Abstentions: (0). Nays: None. Unanimous. Motion carried.

### 3. Public Comment and Response to Previous Comments (limited to 10 minutes)

*Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.*

Cynthia King, journalist with Moscow Report  
Evan Holmes, Moscow resident and newly elected 2026 City Council Member  
Sage McCetich, Moscow resident and newly elected 2026 City Council Member

**4. Election of Moscow Arts Commission Chair and Vice Chair (ACTION ITEM)**

*Discuss and elect a MAC Chair and Vice Chair for 2026.*

Staff discussed nominations for Chair and Vice Chair.

Barnhart moved to nominate Sonja Foard for 2026 Chair and Stefan Yauchzee for 2026 Vice Chair, seconded by Clark. Roll Call Vote: Ayes: (7). Abstentions: (0). Nays: None. Unanimous. Motion carried.

**5. Public Art at the Moscow Police Department (DISCUSSION)**

*During the MAC’s regular meeting on October 14<sup>th</sup>, 2025, Commission members discussed options for an installation to commemorate the 20<sup>th</sup> anniversary of MPD Officer Newbill’s passing on May 19<sup>th</sup>, 2007. Staff met with MPD officers to explore the project further. MAC members are invited to discuss themes and materials for the site.*

Commission member Sandra Stoops arrived.

Staff discussed ideas for potential materials and themes. It was noted that the most suitable materials this budget would accommodate are stone or steel; however, this will be left up to interpretation for the artist. Cherry reported that ideas have been coming in from current PD and retired PD staff. Themes that were discussed include the MPD badge and patch, a star and eagle, and a sheepdog and lion. MPD has expressed that they would like the piece to be an inspiring symbol to their new recruits.

The Request for Qualifications (RFQ) for this project will be prepared in time for the January MAC meeting. Staff discussed including scale specifications to the RFQ. The site dimensions will be a minimum 14-16 feet tall. Additionally, there was discussion regarding whether to specify the use of local natural materials such as basalt or granite, in the RFQ.

**Anticipated Project Timeline for MPD Public Art:**

|                |                                 |
|----------------|---------------------------------|
| Feb-March 2026 | Call to artists                 |
| April          | 1 <sup>st</sup> round selection |
| May            | Finalists prepare site designs  |
| June-July      | Selection by MAC & Council      |
| August         | Design Confirmation & Contract  |
| April 2027     | Installation                    |

**6. Public Art at East City Park Stage (DISCUSSION)**

*At the September 9<sup>th</sup>, 2025 MAC meeting, Community Development Director Cody Riddle presented the 30% design of the new stage. During the October 14<sup>th</sup>, 2025 meeting, the MAC discussed options for integrating Public Art at the site. Members reached an informal consensus regarding the installation of art on the walls above the CMU sections flanking the downstage edge of the stage platform. MAC members also suggested installing complementary components in the pathways leading up to the stage. MAC members are now invited to further develop the concept, after which point staff will work with the project manager and architects to ensure feasibility and appropriate timelines.*

The staff reviewed the maximum allowable square footage within the budget and revisited the option of keeping the art pieces downstage rather than surrounding the stage. Additionally, there was a brief discussion regarding potential strategies for integrating artwork into the new walkways.

The next step will be for Cherry to coordinate with David Schott from the City of Moscow Parks Department and the project architect.

## **REPORTS**

### **1. Volunteer Hour Tally for October and November 2025 (Cherry)**

### **2. Staff Report (Cherry)**

#### *Peanut Project*

Cherry reported this piece has been successfully installed in the City Hall parking lot.

#### *Mural at City Shop*

Cherry noted that she has been working with the Engineering Department regarding the shape and structure of the wall. The call for Artists will be ready first thing in January for MAC review. A tentative timeline includes artwork being selected and the wall complete by August/September 2026.

#### *Poetry in the Park*

Cherry reported that August 27<sup>th</sup> will be the 2026 calendar date for Poetry in the Park.

#### *Palouse Plein Air Dates for 2026*

The exhibition will be up for a longer time frame in 2026. Dates mentioned were September 17<sup>th</sup> through the end of October.

**The meeting adjourned at 5:55 PM.**



# Moscow Police Station

Moscow, ID

## Project Description

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The City of Moscow and the Moscow Arts Commission ("MAC") invite artists and artist teams to submit qualifications for a three-dimensional artwork to be installed at the Moscow Police Station. The artwork will be installed in an alcove near the entrance of the facility, located at 155 Southview Ave, Moscow ID.

## Project Theme

Police work is handed from one officer to the next at the end of watch, an enduring legacy of service that connects all those who serve in law enforcement. This artwork will honor the tradition of community policing and inspire past, current, and future MPD officers, whose sense of family extends to include the community members in their care.

Not only do police officers protect the vulnerable, but they also accept the dangers that can come from this important work. All police officers and their immediate families reckon with the unknown, the uncertainty of risks and fortuitous surprises that may come during a shift. Police work is often a joyful act of service, and sometimes, sadly, a gift of life itself for the safety of the community. This artwork commemorates the multitude of effects experienced by officers and their families after the end of watch.

The artwork dedication will be central to the commemoration of the 20<sup>th</sup> anniversary of an incident in Moscow, ID that greatly affected the lives of multiple law enforcement personnel and resulted in three civilian deaths as well as the loss of one officer's life. The impacts of such an event last far beyond the end of watch. This artwork will dignify the physical, mental, and emotional work that goes on long after a shift, a retirement, or after a loss of life in the line of duty.

## Iconography

Law enforcement has a rich visual and conceptual tradition. Symbols of this field include the bald eagle and sheepdog. The 5-pointed star is often used as an emblem of a department's core values. Additionally, the flag at half-staff is a universally-recognized statement of mourning for victims of local tragedies along with the passing of public officials at state and national levels.

These traditional symbols may be useful as an introductory point of reference for the artist's conceptual development, but imagery specific to the incident commemorated by this artwork centers on the clock tower. Officers on the scene report that the chiming of the clock tower marked time though the nightmarish day, serving as both a comfortingly predictable structure and a haunting memento mori. The clock tower was memorialized in the MPD patch design in 2022. In the design, the hands of the clock are set to 1:49, echoing the badge number of Lee Newbill, the officer killed in the line of duty that day.

## About Moscow Police Department

### MPD Mission

The Moscow Police Department's mission is to provide public safety services that are designed to fairly, efficiently, and effectively prevent crime and safeguard lives and property. We will provide professional police services by inviting public participation, resulting in a community atmosphere where citizens are free of unnecessary regulation and are treated with dignity and respect. Our personnel will maintain high ethical standards, training, and professional development. Our goal is to provide a community that is safe, secure, and a pleasant place to live and visit.



# Moscow Police Station

Moscow, ID

## MPD Philosophy

The department employs a community-oriented policing philosophy to improve the quality of life through community partnerships and problem-solving approaches. Our core values consist of Service, Pride, Integrity, Compassion, and Excellence. We are a state-accredited agency and adhere to all the comprehensive professional standards and best practices of contemporary law enforcement organizations as recognized by the Idaho Chiefs of Police Association.

## **Budget**

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The artist honorarium for the mural installation is not to exceed \$85,000. Included in this budget are the artist's fee, insurance, travel, fabrication, engineering, materials, installation, documentation, and all other costs accrued by the artist specific to this project. The artist honorarium does not include costs associated with lighting and signage. These processes will be completed and paid by the City of Moscow.

## **Eligibility**

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Artists eighteen (18) years-of-age and older from the United States are eligible for this project. Preference may be given to artists who live in Latah County, Nez Perce County, or those who are Nez Perce or Coeur d'Alene tribal members and/or have a significant Idaho economic presence, with secondary preference given to those artists who live in Asotin County or Whitman County. Artists are eligible regardless of race, color, religion, national origin, gender, marital or familial status, physical or mental disability, sexual orientation, and gender expression or identity. Artist teams are eligible to apply, including teams of artists from multiple disciplines. Selection panelists and their immediate family members are not eligible for participation. No artist sitting on a Selection Panel may submit a proposal for the project for which the Selection Panel was formed.

## **Artwork Design Parameters**

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This call is open to representational artworks made from materials that convey a message of strength and permanence. The artwork should have a visually commanding presence within the space, with a minimum height of 14'. The artwork will be accessioned into the City of Moscow's permanent collection and is anticipated to last a minimum of 30 years. All materials used to complete this project must be designed for exposure to year-round exterior conditions with minimal maintenance requirements. This site cannot accommodate kinetic, digital, or sound-based elements, highly reflective surfaces, or any artwork that incorporates water.

## **Important Dates (subject to change)**

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|                       |   |
|-----------------------|---|
| February – March 2026 | RFQ Submission Period   |
| May 2026              | Finalists create site-specific proposals for Selection Panel review |
| August 2026           | Selected Artist Announcement  |
| April 2027            | Installation Deadline   |



# Moscow Police Station

Moscow, ID

## Submission and Selection

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Round #1 of the selection process welcomes the submission of artist qualifications and examples of past work. These materials will be evaluated by the Selection Panel, which will then recommend three finalists to create site-specific proposals. Each of the finalists will be required to enter into an agreement for creating the site-specific design and will receive a \$1000 honorarium which is anticipated will be used towards travel expenses, food, design fees, lodging, and any and all expenses related to the creation of artist's proposal and presentation. No site-specific designs will be reviewed or considered in Round #1 of the submission process.

Round #2 will consider the merits of finalist proposals. The Selection Panel will make a recommendation to the MAC, which will recommend an artist/artist team and design to City Council. Upon approval by City Council, all finalists will be notified of the decision. The selected artist will finalize the design based on any notes from the Selection Panel and complete a contract with the City for the completion of the sculpture.

## Round #1 Submission Requirements & Selection Criteria

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### 1. Letter of Interest

### 2. Resume

### 3. Work Samples

Include up to 6 photographs of no fewer than 2 projects of a similar or larger scale.

### 4. Selection Criteria

#### Artist Qualifications

- a. The artist's letter articulates interest in pursuing this project as well as describing its relevance to their artistic practice.
- b. The artist's letter of interest reveals an understanding of and connection to the public art site and project description.
- c. The artist's resume reveals a record of practice in the art field, including public art commissions.
- d. The applicant submits photographs of at least 2 completed public art projects of similar or larger scale.
- e. The artist's past work reveals aesthetic, conceptual, and technical expertise.



# Moscow Police Station

Moscow, ID

## Round #2 Submission Requirements & Selection Criteria

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### 1. Site-specific Design

Include up to five renderings of the proposed site-specific design, preferably overlaid on photographs of the site and shown at the proposed scale.

### 2. Artist Statement

Describe connections between the design and the project description, site, and Moscow community as well as contextualizing the project within the artist's larger body of work.

### 3. Professional References

Provide a minimum of two and no more than three professional references who can address the artist's level of professionalism, effectiveness at communication, previous success with the execution of mural projects, ability to meet deadlines and stay on budget.

### 4. Presentation

Present a presentation of the proposed site-specific design to the Selection Panel either in person or via virtual conference.

### 5. Selection Criteria

#### Artist Qualifications

- a. The artist provides a minimum of two references who confirm the artist's professionalism in communication and previous success in the execution of mural projects.
- b. The artist references confirm the artist's ability to meet deadlines and the ability to stay on budget.

#### Conceptual Quality and Originality

- a. The proposed design is original to the presenting artist.
- b. The design is unique (i.e. edition of one), rather than a mass-produced item or image.
- c. The artist articulates the connections between the proposed design and the project description as well as the project site and the Moscow community.

#### Form

- a. The proposed design reveals mastery of formal craftsmanship.
- b. The scale of the proposed design is appropriate to the site.
- c. The colors used, if any, are chosen with an awareness of local educational institutions as well as their athletic rivals.
- d. The proposal aligns with the project's design parameters and does not present a hazard to public safety.

#### Content and Context

- a. The content of the proposed design aligns with the project description.
- b. The content of the proposed design is relevant to the City of Moscow's values, culture, and people.
- c. The proposed design reflects the architectural, historical, geographical, geological, and/or socio-cultural context of the site.
- d. The proposed design serves to activate or enhance the intended location.
- e. The proposed design has the potential to expand the formal and conceptual range of the Public Art collection.
- f. The artwork's subject matter and content is appropriate for public exhibition and does not contain advertising, religious references, obscenity, sexual content, violence, negative imagery, or convey political partisanship.



# Moscow Police Station

Moscow, ID

## **Selection Panel**

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The Arts Manager will coordinate recommendation of selection panelists with the Mayor and Council. MAC will consider the guidelines hereinbelow, requests by individuals, and staff recommendations. Selection Panel members shall serve at the appointment of the Mayor.

Selection Panels will be comprised of at least the following:

1. Voting members:
  - a. Moscow Police Chief (1)
  - b. Current and/or retired MPD officers (3)
  - c. Moscow Council member or designee (1)
  - d. MAC member (1)
  - e. Artist not involved with the public art project (1)
2. Non-voting members:
  - a. Arts Manager (Selection Panel facilitator)
  - b. Project architect, landscape architect, interior designer, or engineer
  - c. City staff members acting in a technical advisory capacity

Length of term. Each Selection Panel member serves through the completion of one (1) public art project. No artist sitting on a Selection Panel may submit a proposal for the project for which the Selection Panel was formed. MAC members shall declare a conflict of interest if a project comes before the Selection Panel from which they or a member of their household or business could financially benefit. MAC members shall also declare a conflict of interest if a person with whom they share a household or whom they professionally represent has a matter to be considered by the Selection Panel. Such person shall recuse themselves from any participation in any process for the project the Selection Panel is considering. No member of the project's architect or landscape architect, interior designer, or engineering firm may apply for a public art project being designed by that firm.

## **Selection Panel Procedures and Responsibilities**

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1. Moscow Arts Manager will hold an orientation for the Selection Panel. The orientation may include a presentation of works currently in the public art collection, review of program guidelines, orientation to the specific project; and/or a review of any goals already established by the participating department and the Moscow Arts Manager and MAC.
2. Review all submissions pertaining to the public art project using the published criteria.
3. Approve all recommendations by a majority vote of the full Selection Panel.
4. The Selection Panel will make recommendations on finalists and their work to the Arts Manager. MAC members on the Selection Panel will report the Panel's recommendation to the Commission during a regular meeting, after which the MAC will vote to recommend an action on the project to City Council.
5. The Arts Manager will generate a project report to present to the Mayor and Council for final approval.
6. The City reserves the option of making no recommendation from submitted applications and may require reopening of the request for qualifications or may propose other methods of selection, if no proposal is accepted.
7. The Selection Panel must always adhere to the requirements of Moscow City Code Title 5, Chapter 18 and the Public Art Guidelines adopted by City Council.



# Moscow Police Station

Moscow, ID

## About Moscow, ID

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Moscow is settled on the rolling hills of the Palouse, a rich landscape long inhabited by the Nimiipuu (Nez Perce), Palus (Palouse), and Schitsu'umsh (Coeur d' Alene) tribes indigenous to the region. The City of Moscow was incorporated on July 12, 1887, and its modern history is rooted in agriculture; the surrounding region produces top-quality wheat and pulses. The presence of farming in the community goes far beyond commerce, however, as grain silos and other architectural features announce agricultural endeavor as part of the community's aesthetic identity.

Moscow is home to the University of Idaho, a land grant institution established in 1889. School spirit influences the atmosphere of the city, imbuing it with the balance of gravitas and celebration that characterizes educational experience. University arts programs like the Lionel Hampton Jazz Festival and the Prichard Art Gallery have greatly contributed to Moscow's identity as a cultural center. The community is rich not only in visual and performing arts events, but also in recreational and culinary opportunities. Residents and visitors alike enjoy the Palouse landscape at recreational features like Moscow Mountain and the Bill Chipman Palouse Trail, followed by tastes of the region at area restaurants, wineries, breweries and the Moscow Farmers Market.

## City of Moscow Public Art

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Public art is at the heart of Moscow's creative culture, and with a collection including works by local and regional artists, its public spaces reflect the Inland Northwest's tradition of artistic excellence. The City of Moscow Arts Department and the Moscow Arts Commission (MAC) share a mission to enrich the community by celebrating and cultivating the expressions of all forms of art and culture. The MAC has fostered artistic excellence and public access to the arts in the city since its founding on October 2, 1978. Programming includes curation of exhibition space at the Third Street Gallery inside City Hall, a biennial Mayor's Arts Awards, Moscow Poet Laureate programming, and a comprehensive public art program.

The City of Moscow's acquisition of public art began in the 1980s and is supported by a 1%-for-the-Arts fund established in 2004. A Public Art Master Plan, adopted in 2015, guides the incorporation of new works into the City's landscape. Stewardship of the collection is a collaborative effort, with artistic advice from the MAC, direction from City Council, and operational details managed by Arts Department staff. The Public Art program aims to reflect the character of Moscow by fostering relationships between individuals and institutions in the community. Whether part of the University, business community, or the agricultural tradition, the City's creative partners generate aesthetic excellence, civic identity, and economic strength by supporting the arts.

The Public Art collection is currently comprised of more than 220 temporary and permanent features. Temporary artworks include vinyl-wrapped utility boxes and bus shelters as well as a sculpture garden featuring artworks on loan to the City. Artworks in the permanent collection range from mosaic murals and sculptures-in-the-round to framed pieces in the Portable Collection. Each new piece in the permanent collection joins others by celebrated regional artists including Harold Balazs, David Govedare, Miles Pepper, Robert Horner, Melissa Cole, J. Casey Doyle, Jay Rasgorshek, and artist team Jennifer Corio and Dave Frei.

Moscow is a community rich with diversity of thought, inhabited by minds open to possibility and creative interpretation. As such, the Public Art program not only celebrates the artist as a professional and valued business partner, but also welcomes a broad range of appearances, media, and art-making processes into its collection.



# Moscow Police Station

Moscow, ID

## Site Details



155 Southview Ave. Moscow, ID



# Moscow Police Station

Moscow, ID





# 2026 Call for Public Art Vinyl-Wrapped Traffic Signal Boxes

## Project Description

The City of Moscow invites artists to submit designs for vinyl-wrap installations on traffic signal boxes. Artworks featured on vinyl-wrapped boxes have been a part of the City of Moscow's temporary public art collection since 2012. This project provides public space for artists to share their two-dimensional work with the public and beautifies street fixtures throughout the community. Each year, a selection panel chooses several artworks to be displayed at locations throughout Moscow. These works are enjoyed by Moscow's visitors and residents alike and have become a cherished element of the visual landscape.

## Eligibility

This call is open to artists 18 years-of-age or older who live in Latah County, Nez Perce County, Asotin County, Whitman County, Nez Perce or Coeur d'Alene tribal members. Artists are eligible regardless of race, color, religion, national origin, gender, marital or familial status, physical or mental disability, sexual orientation, and gender expression or identity. Artist teams are eligible to apply, including teams of artists from multiple disciplines. Selection panelists and their immediate family members are not eligible for participation. No artist sitting on a Selection Panel may submit a proposal for the project for which the Selection Panel was formed.

## Project Timeline (subject to change)

|                                |   |
|--------------------------------|---|
| January 23 – February 27, 2026 | Submission Period                       |
| March 2026                     | Artwork Selection & Artist Notification |
| April - June 2026              | Artwork Installation                    |

## Honorarium and Image Use Agreement

1. Selected artists will complete an Image Use Agreement releasing artwork for display at the specified location.
2. Each selected artist will receive an honorarium of \$1000 upon completion of the Image Use Agreement.
3. The City of Moscow will incur all costs related to installation.

## Submission Requirements

1. Artists may submit one full-size design for consideration.  
The design must be scaled to fit the dimensions of a specific box. (See the site details).
2. **For Selection Panel review:** Submit a JPEG file of the design at 72 DPI
3. **For printing of final artwork:** Submit an EPS file of the design at a minimum of 100 DPI in CMYK. All fonts must be converted to outlines/curves or all text layers must be rasterized.
4. Artists who need help with file preparation can consider hiring a local graphic design firm.
5. Artist submissions will only be accepted online via Submittable. Emailed or hand-delivered submissions will not be considered by the selection panel.

## **File set-up instructions for imagery created in Adobe Photoshop or Illustrator:**

Create the initial design at the height and length of a specific box size (see site details).

### **To create the JPEG file for selection panel viewing:**

1. Export the JPEG file at 72 DPI in either Photoshop or Illustrator.
  - a. Photoshop: On the menu bar, choose "File" → "Export" → "Export As" → "JPG"
  - b. Illustrator: On the menu bar, choose "File" → "Export" → "Export As" → "Save as type JPEG" → "Color Model: RGB" → "Quality: Medium" → "Resolution: Screen (72 ppi)"

### **To create the print-ready file:**

2. Submit individual EPS files for each design. These files must be set at 100 DPI or larger at full printing size.
3. Build the file in CMYK color mode. To check or convert images/objects, use the following:
  - a. Photoshop: On the menu bar, choose "Image" → "Mode" → "CMYK Color"
  - b. Illustrator: On the menu bar, choose "File" → "Document Color Mode" → "CMYK Color"
4. To convert text to outlines, use the following:
  - a. Photoshop: Select the text with the Selection Tool and on the menu bar, choose "Type" → "Convert to Shape"
  - b. Illustrator: Select the text with the Selection Tool and on the menu bar, choose "Type" → "Create Outlines"

## **Selection Process**

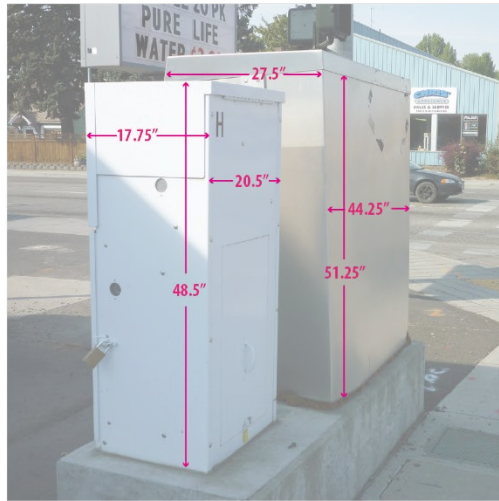
The Selection Panel will select designs based on the works' alignment with the criteria below, and will be comprised of 1 Moscow Arts Commission Member, 1 Technical Consultant, 2 Local Business Representatives, and 1 City Staff Member.

## **Selection Criteria**

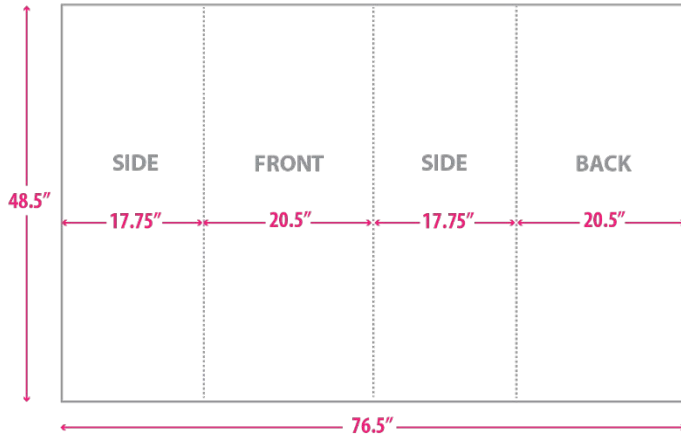
1. Conceptual Quality and Originality
  - a. The artist presents a compelling concept.
  - b. The proposed design is original to the presenting artist.
2. Form
  - a. The proposed design reveals mastery of formal craftsmanship.
  - b. The colors used, if any, are chosen with an awareness of local educational institutions as well as their athletic rivals.
  - c. The design files are prepared according to stated parameters and are scaled to fit the specific locations stated in the RFP.
3. Content and Context
  - a. The artwork's subject matter and content is appropriate for public exhibition and does not contain advertising, religious references, sexual content, negative imagery, or convey political partisanship.
  - b. The content of the proposed design is relevant to the City of Moscow's values, culture, and people.
  - c. The proposed design reflects the architectural, historical, geographical, geological, and socio-cultural context of the site.
  - d. The proposed design serves to visually activate or enhance the location.

# D & HWY 95

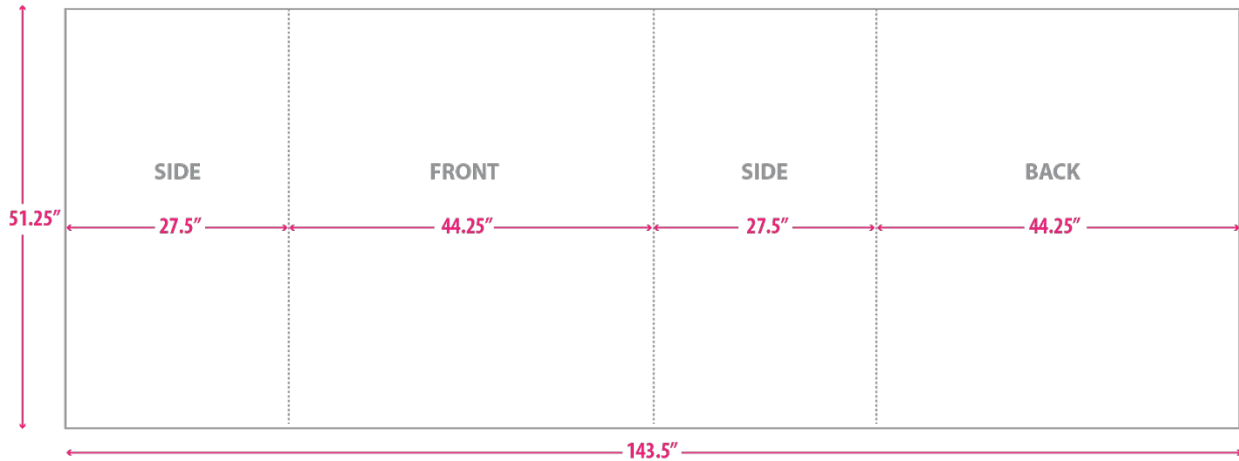
Vinyl Wrap Site Details



Medium Box

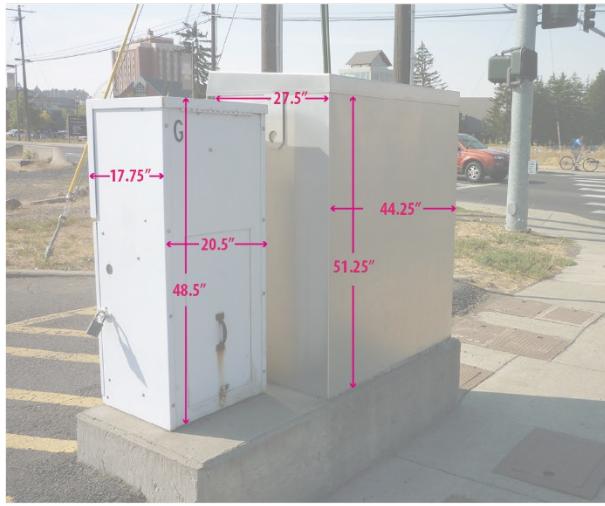


Large Box

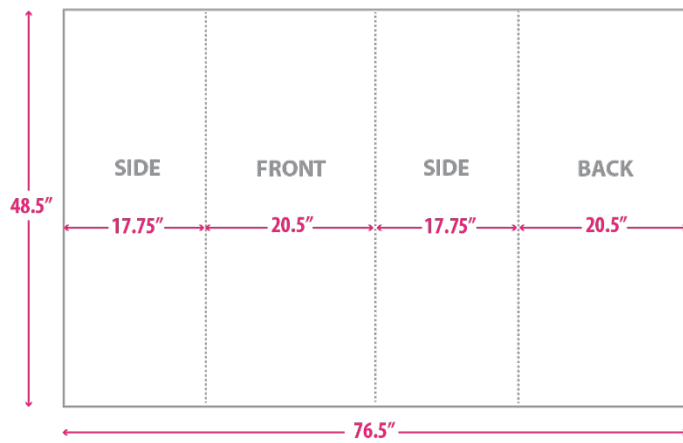


# Line & HWY 8

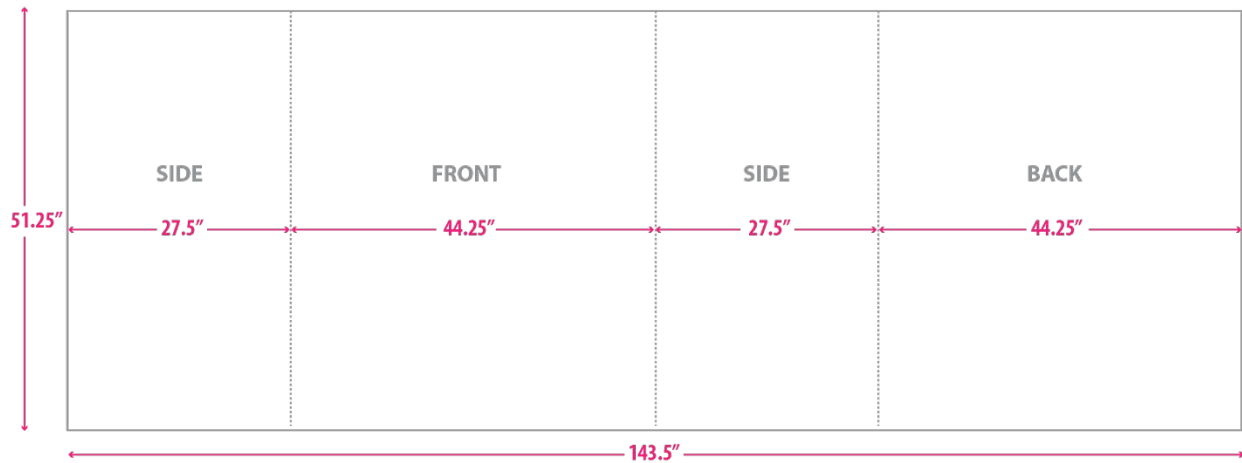
Vinyl Wrap Site Details



**Medium Box**

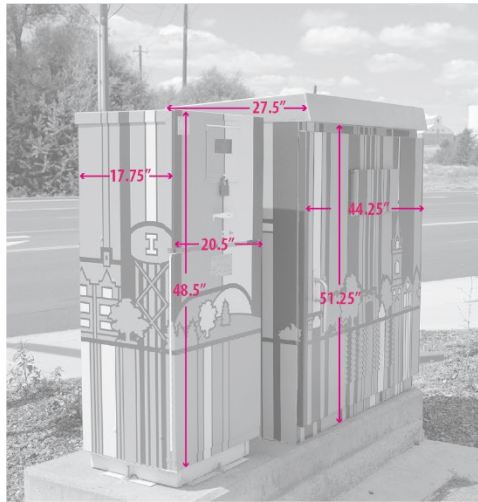


**Large Box**

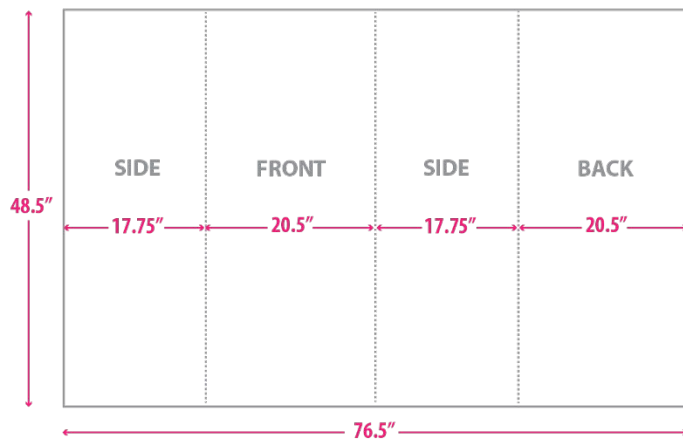


# Sweet & HWY 95

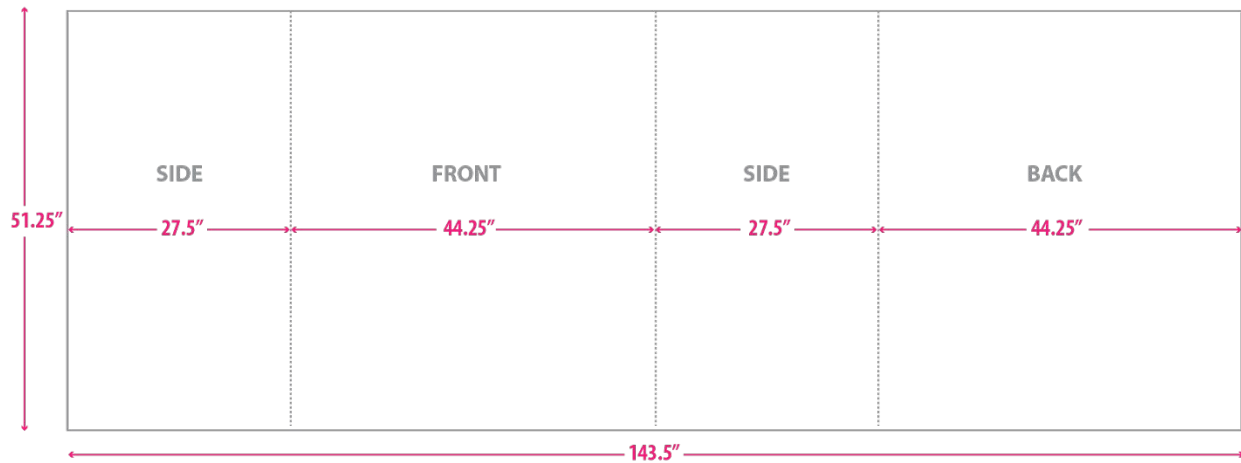
Vinyl Wrap Site Details



**Medium Box**

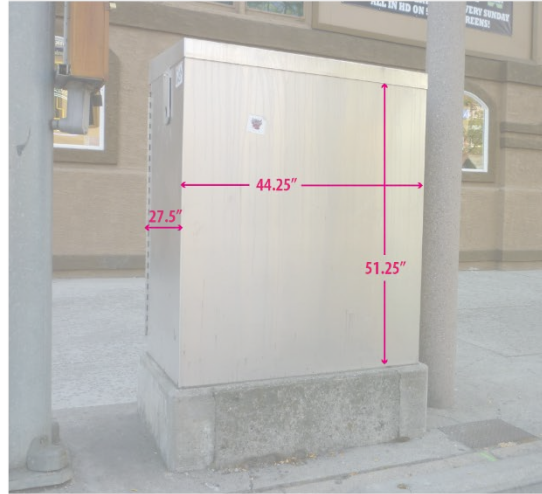


**Large Box**



# Third & Main

Vinyl Wrap Site Details



Large Box

