



## REQUEST FOR PROPOSAL

### Nicholas Aaron Aitken Artist-In-Residence (NAA-AIR) at Forsyth School, Fall 2023

**Project Budget: \$5,000**

**RFP Deadline: Friday, May 12, 2023**

**Notification of Selection: Thursday, June 1, 2023**

#### **Overview:**

Forsyth School is seeking an artist or artist team to create (and, if applicable, install) artwork in any media. The project shall be produced under the aegis of the school's art instructor and generated in collaboration with approximately 45 Grade 5 students (10-11-year-olds), approximately 15 at a time, over a period of 5–10 hours that are broken down into weekly or bi-weekly class periods during the fall 2023 semester.

#### **Background:**

Forsyth School is an independent elementary school for children aged 2 through Grade 6. Located in the Wydown-Forsyth Historic District, Forsyth's campus consists of six historic homes spread across a 4.5-acre campus. Walkable resources include Forest Park and Washington University. The "Forsyth experience" is enriched by the school's unique campus, location, and commitment to the natural world.

In 2010, the family of Nicholas Aaron Aitken—a gifted artist who attended Forsyth School—established the *Nicholas Aaron Aitken Artist-In-Residence* (NAA-AIR) program to honor Nick's memory through the arts at Forsyth.

The program aims to expose Forsyth students to arts and culture through hands-on projects with visiting artists. It enhances Forsyth's curriculum and the goals of its art program.

Each year's project is featured on the Forsyth website, in its Annual Report, on Facebook posts, and, when feasible, during an opening reception featuring the completed project(s). Projects have also been featured in *Ladue News*, *Town&Style*, and various gallery news outlets.

#### **NAA-AIR Requirements:**

The selected project will represent, reflect, inspire in its viewers, or otherwise communicate one or more of the following themes: sustainability, accessibility & inclusivity, and/or the Forsyth School Honor Code.

- **Option 1, Sustainability:** Forsyth's current sustainability practices include 105 species of native plants on campus, 105 solar panels, and a faculty-led [Go Green](#) initiative. The selected NAA-AIR project could inspire Forsyth students, faculty, staff, and visitors alike to learn more about their natural environment, our city's wildlife, and sustainable living.
- **Option 2, [Accessibility & Inclusivity](#):** People of many ages, abilities, and identities spend their days at Forsyth. The community strives to be inclusive and accessible to all and to build bridges between itself and its community. The selected NAA-AIR project could reflect the community's shared values of accessibility and inclusivity as a welcoming symbol.

- **Option 3, Honor Code:** Members of the Forsyth community routinely recite the following Honor Code: *As a member of the Forsyth School community, I will always be honest, kind, respectful, responsible, fair, and practice good sportsmanship. I will do my part to make Forsyth a special place. The selected NAA-AIR project could embody and/or encourage the tenets of its host's Honor Code.*

#### **Example Ideas:**

- ❖ Stained glass (permanent installation in the art room or elsewhere on campus)
- ❖ Jewelry-making
- ❖ Ceramics (kiln on site)
- ❖ Mural (permanent installation, exterior or interior)
- ❖ Pavement or other mosaic (permanent installation, exterior or interior)
- ❖ Encaustic
- ❖ Free-standing sculpture, interior or exterior

#### **Tour the Campus:**

Forsyth's online [Campus Map](#) includes interior and exterior images of the campus. To further help inform any site-specific ideas, please contact [Michael Mitchell, Director of Facilities](#), to schedule a campus tour.

#### **Eligibility:**

The NAA-AIR is open to adult artists working in any media who pass a background check and have flexibility during daytime work hours (8:00am–3:30pm) in the fall of 2023. Successful candidates need not be educators, but they will need to demonstrate an understanding of what is required when carrying out an art project with at least 15 students under the age of 12: planning & chunking processes, voice projection, multiple modes of communicating instructions, periodic checks for understanding, language appropriateness, patience, clarity, the ratio of talking to hands-on working, time management, especially including time to clean up, etc.

#### **To Apply:**

Please send RFP submissions in PDF format to [Saaba Lutzeler, Art Teacher](#), by May 1, 2023. Clearly label each element of your submission with the following headings:

1. Name & contact information of artist(s)
2. Resume(s)
3. Images of previous relevant work, including title, year created, media, size/scale
4. Two references (for each artist, if applying as a team)
5. Written project proposal including:
  - Overview of the project idea
  - Explanation of how it represents, reflects, inspires in its viewers, or otherwise communicates themes of sustainability, accessibility & inclusivity, and/or the Forsyth School Honor Code
  - List of the way(s) in which students will participate
  - Preliminary Materials/Supplies List
  - Preliminary Budget Breakdown (\$5,000 total; will consider requests for more with written rationale)
  - Draft of Timeline (project's component parts and their respective estimated lengths, understanding that project creation must fall within the regular school day and fall 2023 semester calendar)  
*A reception can happen immediately or in Spring 2024. Reception planning is primarily the responsibility of the school's Development Office—not the candidate.*
  - If proposing a permanent installation, please also include the following:
    - Preliminary Recommended Maintenance Schedule and Procedure, including Vendor List for parts, supplies, materials, etc.
    - Proposed campus location and rationale
    - Exterior Installation Specs (if applicable)

**Selection Criteria:**

Proposals will be evaluated on the following criteria:

- Quality of the artist's past work as demonstrated in the submitted materials
- An indication that the artist or artist team has the expertise to undertake the project (content knowledge as indicated on a resume, in materials/supplies list, and other parts of the application; evidence of clear organizational and time management skills; experience working with kids, feedback from references, etc.)
- Description of how the proposed artwork will address one or more desired themes stated above (sustainability, accessibility & inclusivity, and/or the Forsyth School Honor Code)
- Description of student involvement at each stage (the more students can be involved in the generative process, the better)

**Selection Process:**

Each member of a 4-person committee (composed of the Forsyth Art Instructor, its Director of Facilities, and its two Division Directors) will review proposals against a rubric. After averaging the scores, conducting necessary discussions, and potentially acquiring clarifications from applicants, the committee will select the highest-scoring applicant.

**Ownership of Artwork:**

The artist (s) selected for this project are considered and herein referred to as "Consultants." The project is referred to as the "Artwork." The Artwork specifically prepared for Forsyth School shall be deemed works made for hire and become the sole property of Forsyth School. The Consultant agrees that the Artwork and all rights therein are the sole and exclusive property of Forsyth School in perpetuity, including without limitation all rights under or arising from U.S. copyright law. In the event the Artwork, or any portion thereof, does not qualify or is deemed not to be work made for hire, Consultant hereby irrevocably transfers and assigns to Forsyth School all of Consultant's right, title, and interest in and to the Artwork, including without limitation, all of Consultant's right, title and interest in the copyrights to the Artwork, including the unrestricted right to make modifications, adaptations and revisions to the Artwork and hereby waives any so-called "moral rights" with respect to the Artwork. Consultant grants to Forsyth School a royalty-free, perpetual, irrevocable, nonexclusive license to reproduce, modify and publicly display the Artwork.

**Repairs & Restoration of Public Art (if applicable):**

Forsyth School shall have the sole right to determine if and when repairs and restorations to the Artwork will be made. Forsyth School shall have the right to retain the services of any person or entity to perform restoration or repair work. Forsyth School reserves the right to alter the Artwork and related site as necessitated by site and building development and planning. While it is Forsyth School's intention to permanently retain and publicly display the Artwork, circumstances may arise that would make it necessary or prudent for Forsyth School to temporarily or permanently remove the Artwork from public display.

**Former Recipients:**

2010 Catherine Magel "Confluence" - a four-paneled mosaic sculpture  
2011 Ron Fondaw "Teeterak" - a large adobe sculpture made with the material of the earth  
2012 Cindy Tower "Seeing Ourselves" - vibrant large self-portraits on 3' x 3' Masonite boards  
2013 Gina Alvarez "Made by Hand" - an investigation of print and book  
2014 Sarah Paulsen & Cameron Fuller "My Inner Hero" - stop-action animation  
2015 Carrie Becker "It's a Small World" - dioramas with hand-crafted elements  
2016 Tom Reed "Sunrise to Sunset" - four 8-foot wide mixed media landscape panels  
2017 Norleen Nosri "CommuniTEA" - teapots, cups, and bases  
2018 Kevin McCoy "Our World, Our Eyes" - a reso book project  
2019 Margaret Keller "The Rainbow Colors of Life Project" - motif tiles  
2021 Jeremy Rabus "Skyward Reflection" - canvas paintings  
2022 Ellen DeFilippo "Peace Project" - exterior labyrinth