



Civic Artist In Residence



CivicLex
LEXINGTON



Program Overview

Background

Generated as a partnership between CivicLex and the City of Lexington, the Lexington CAIR Program received support and approval from the Lexington-Fayette Urban County Government and has been designed with a local cross-sector CAIR Advisory Group. This CAIR program is one the first of its kind in the country, fostering cultural work that sits at the intersection of civic, social, and place-based practice in a small-to-medium-sized city setting. The CAIR Advisory Group includes representatives from the City, local nonprofits, artists, educators, activists, business owners, and residents. The pilot year of this program is partially funded by a generous grant from National Endowment for the Arts.

The CAIR Advisory Group led several presentations with city government department leads and staff to identify work that could benefit from artistic collaboration. With this information, Representatives from the Advisory Group will also act as the CAIR selection committee and will provide ongoing support for the CAIR throughout the residency.

CivicLex

CivicLex is an artist-led Lexington-based nonprofit focused on civic education and engagement throughout Fayette County. The primary CAIR contacts within CivicLex are Richard Young (Executive Director) and Megan Gulla (Director of Programs).

City of Lexington

LFUCG is the merged city-county governing body of Lexington, KY, a mid-size University City located in central Kentucky at the heart of Kentucky's Bluegrass region. Primary CAIR contacts within LFUCG include Heather Lyons (Director of Arts & Cultural Affairs, Mayor's Office), Chris Ford (Commissioner of Social Services, LFUCG), Wes Holbrook (Director of Finance, LFUCG), and Nancy Albright (Commissioner of Environmental Quality & Public Works, LFUCG).



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Program Overview (continued)

Departments

Selected CAIR artists will be placed in one of these three LFUCG departments:

Social Services

Social Services operates four core divisions providing an array of multi-generational services, from the “cradle to the rocking chair.” The department also supports collaborative efforts with an existing network of local non-profit organizations and human service agencies: Aging & Disability Services, Community & Resident Services, Family Services, and Youth Services.

Finance

Finance ensures that the Government’s financial resources are collected, invested and distributed responsibly. Finance reviews operations and prepares monthly, quarterly, or annual reports. There are four departments within Finance: Accounting, Budgeting, Central Purchasing, and Revenue.

Environmental Quality & Public Works

Environmental Quality & Public Works preserves, protects and enhances the Bluegrass environment and provides public infrastructure systems that are safe, efficient and economical. There are five departments within EQPW: Environmental Services, Streets & Roads, Traffic Engineering, Waste Management, and Water Quality.

Objectives

The CAIR will collaborate with CivicLex and the City staff on projects that center on the following objectives:

- strengthen public engagement in/with city processes
- increase public access to city processes
- foster communication among city departments and divisions
- celebrate under appreciated city employee work
- find creative solutions to problems or “stuck” aspects of city work
- encourage new, creative approaches to city work and processes
- bring diverse community voices into city decision making

A Key Consideration

- City government is a large and complex organization with many established legal and procedural policies. Artists will be working with LFUCG employees to navigate all requirements.



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Residency Details

The selected CAIR will work with the City of Lexington for a 13-month period from June 2021 to July 2022.

The CAIR will be provided with a general work station with light studio capabilities at CivicLex's office, 141 East Main Street, as well as work space, when appropriate, within City department offices.

Timeline

The selected CAIR will work with CivicLex and City staff to develop a project proposal, work plan, timeline, and deliverables during the following phases:

- June - September: Research & Discovery (listening & digging deep in City Government);
- September - November: Project Development (propose project(s) to work on during the residency - including development of timeline and budget);
- November - December: Project Finalization (gather materials and/or equipment and reserve space necessary for project)

Timeline (contd.)

- January - July: Project Deployment, Documentation, and Evaluation (implement proposed project and assist CivicLex and the City with documentation and evaluation throughout to capture key findings and inform future residencies)

Responsibilities

While engaged as a CAIR, the responsibilities of the artist will include:

Onsite Residency

- Work onsite (in person or remotely) with the City of Lexington (approximately 20 hours per week). Onsite allocation and method for tracking / reporting will be determined with input from Artist and partners during the development of the artist agreement, based on the residency length and approach.
- Gallery and event spaces, available on the 1st and 2nd floors of the Downtown Arts Center, can be booked in advance. Anything bigger than that will have to be determined based on needs and available facilities.



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Residency Details (contd.)

Participation in Meetings & Events

- Participate in onsite or digital orientation, meetings, and other project-related events, check-ins, and ongoing evaluation efforts.
- Attend relevant departmental, City Council, and community meetings / events.
- Have a public working presence within City Hall and in the field within department/division.

Project Development

Develop a project proposal in collaboration with the City staff and CivicLex. These proposals will vary depending on the artist selected, but proposals may include:

- Development and implementation of arts-based practices to engage with underserved / underrepresented community members to increase equity in civic participation;
- Collaboration with local arts and cultural workers, arts, cultural and community organizations, and businesses;
- Building authentic trusted, and transformative relationships with community members and City staff; opportunities (digital or in-person)

Project Development (contd.)

- Trying out new ideas, processes, and actions in collaboration with City staff and CivicLex
- Producing creative community engagement opportunities (digital or in-person)

Develop a project timeline and an itemized projected budget (up to \$1,500) pending approval

Assist with Documentation & Evaluation

- Assist CivicLex and City staff with CAIR program evaluation and documentation, including video, photos, written reflections, mixed-media, etc.
- Work with CivicLex and City staff to build, develop and extend arts-based practices in the City and community through documentation, evaluation, and communication of onsite practices.



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Residency Details (contd.)

Communication & Administration

- Provide regular communication with City staff and CivicLex (details to be determined with input from Artist and partners during the development of the artist agreement and based on residency approach).
- Provide appropriate documentation (receipts) for project budget expenses (to be discussed in more detail in Project Development phase).
- Follow City of Lexington regulations and processes for all administration and while working either in person or remotely with City Hall.
- Build relationships with project collaborators, local arts and cultural workers, local residents, and community stakeholders.
- Engage with City staff in all departments to support the thorough integration of arts-based innovation within the City.

What do we consider an artist?

Lexington CAIR program is open to artists, designers, and cultural workers of all disciplines including, but not limited to: visual arts, performing arts, literary arts, media arts, graphic arts / design, process design, civic / social / community-based practice, interdisciplinary and/or multidisciplinary arts.



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Program Overview

Request for Qualifications

The City of Lexington and CivicLex are requesting qualifications from interested Fayette County artists for a 13-month City Artist in Residence program. Selected artists will be embedded in the City of Lexington and work closely with CivicLex and City staff to design and implement arts and cultural strategies to increase civic participation and community engagement in City policy-making, planning, and public processes.

Questions or Concerns?

All application questions should be directed to Megan Gulla, Director of Programs at CivicLex via email at megan@civiclex.org.

If you are interested in serving in a volunteer capacity on a planning body for this project, please reach out to Richard Young, Executive Director at CivicLex via email at: richard@civiclex.org.

Thanks

Lexington City Artist in Residence program is made possible with financial support from National Endowment for the Arts and programming support from the City of Lexington, Handbarrow, and the Department of Public Transformation.

We are immensely grateful to our Staff & Working Advisory Group for co-designing this project.

Project Work Team & Staff:

Kit Anderson, Megan Gulla, Ashley Hanson, Michele Huggins, Mark Kidd, Casey Lyons, Heather Lyons, & Richard Young.

City of Lexington Advisors:

Nancy Albright, Rob Allen, Chris Ford, Amber Luallen, Theresa Maynard, Elizabeth McGee, Angela Poe, Ashley Simpson, & Deborah Slone.

Artistic & Community Advisors:

Jason Akhtarekhavari, Jessica Breen, Devine Carama, Raaziq El-Amin, Kurt Gohde, Chester Grundy, Brandy Shumake, Lakshmi Sriraman, DeBraun Thomas, & Kremena Todorova.



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Selection Criteria

Criteria Overview

Lexington CAIR program is open to artists, designers, and cultural workers of all disciplines including but not limited to: visual arts, performing arts, literary arts, media arts, graphic arts / design, process design, civic / social / community-based practice, interdisciplinary and/or multidisciplinary arts. Our criteria for selecting a CAIR artist is based on the combination of:

- experience as a practicing artist, with a focus on community engagement.
- interest in, connections to, and / or experience working with community members from a diverse range of social, cultural, economic, and political backgrounds.
- interest in, connections to, and / or experience collaborating with local government.
- And, professional capacity, or how the residency fits into the artist's life and practice.

Experience as a practicing artist

- Deep knowledge of chosen artistic field.
- Distinguished skill and technique pertaining to artistic field.
- Demonstrated long-term commitment to artistic practice.

Working with community

- Demonstrated experience or strong interest in working with communities and/or public in creative process.
- Knowledge and skills to advance equitable representation and equity-focused work in civic processes.
- Exceptional cultural competency and demonstrated ability to constructively work with traditionally underrepresented and underserved communities.
- Ability to practice deep listening and authentic relationship building.



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Selection Criteria

Collaborating with local government

- Strong interest in the intersection of art, city processes, and civic life.
- Ability to work collaboratively with public-sector agencies, including collaborating with City departments to achieve goals.
- Demonstrated experience at navigating systems, with a willingness and ability to work within required public processes.

Professional Capacity

- Strong communication, facilitation, interpersonal, and presentation skills.
- Ability to learn and grow, be flexible, and adaptable, and overcome challenges in a collaborative work environment.
- Regular availability during residency terms.
- Ability to meet commitments.

Selection Timeline

January 11, 2021 - CAIR Application opens; FAQ sheet made available at www.civiclex.org/cair.

January 26, 2021 at 6:00pm ET - Lexington CAIR Informational Webinar led by CivicLex and City of Lexington staff. A Zoom Link will be available on the CivicLex website.

January 31, 2021 - FAQ sheet updated with questions from Webinar

March 26 at 5 pm EST - Application deadline; apply by submitting all required materials to info@civiclex.org

April 31, 2021 - Selection of Finalists and Interviews; all finalists will receive a \$50 honorarium for their time preparing and participating in the interview process.

May 15, 2021 - CAIR Artists selected & contract agreement in place.

June 1, 2021- Artist residency begins; start date is non-negotiable.



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Terms & Eligibility

Contract Terms

Contract

Lexington CAIR is designed as a work-for-hire, independent contract opportunity with a commitment of 13 months. Selected Artists will work with CivicLex and City staff in a collaborative team through Research & Discovery, Project Development, Finalization, and Implementation, Documentation and Evaluation.

Due to funding restrictions, CAIRs will be responsible for their personal health / medical insurance; event insurance will be covered by the City (for City related events) and / or CivicLex for public events.

Compensation

Selected Artists will receive a stipend of \$15,000 as compensation. The Artist can choose whether to receive the amount as three lump sums or in monthly payments.

Eligibility

To be eligible for the Lexington CAIR program, you must:

- live, work, or practice primarily in Fayette County
- be available to attend all events, meetings and required appointments throughout the residency
- be at least 18 (required of all City contractors)
- complete a background check (required of all City contractors)

Non-Discrimination Policy

CivicLex and the City of Lexington do not discriminate in their selection processes on the basis of race, national or ethnic origin, ancestry, age, religion or religious creed, ability, sex or gender identity and/or expression, sexual orientation, military or veteran status, genetic information, or any other characteristic protected under applicable federal, state or local law.

In addition, please review CivicLex's Equity Policy at civiclex.org/policies.



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