



## Community Partner Application

Parks, Recreation and Culture Division  
Arts Services

6911 No. 3 Road, Richmond, BC V6Y 2C1

**Please contact the Richmond Public Art Program to discuss your proposed artist opportunity before completing this form. All queries and completed forms can be sent to [PublicArt@Richmond.ca](mailto:PublicArt@Richmond.ca) by November 13, 2025.**

Organization / Group Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Website: \_\_\_\_\_

Name of Main Point of Contact for this Application: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

### ORGANIZATIONAL CAPACITY

Brief description of your organization/group and what you do:

**Community Partners will need to assign a staff person(s) or other representative to act as the main point of contact for the project. Responsibilities will vary depending on the project, but may typically include:**

- ◆ Collaborating with project partners (such as City staff) to identify and define the artist opportunity
- ◆ Participating in the artist selection process
- ◆ Booking space, sourcing furniture and/or equipment
- ◆ Coordinating meetings and program schedules
- ◆ Circulating promotional material

**Does your organization/group have the capacity to dedicate a staff person(s) or representative for the project?**    ☐ Yes    ☐ No

**What other resources or in-kind contributions can your organization/group contribute, if any?**  
(Examples: outdoor gathering spaces, meeting rooms or classrooms, equipment, furniture, materials, volunteers, other staff resources, active social media presence, etc.)

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## ORGANIZATION PROGRAMMING/MERIT

**Why is your organization/group interested in engaging an artist for a community and socially-oriented public art project?**

**Socially engaged artist projects have the ability to explore topics, issues and questions that are of interest and relevance for a community. Does your organization or group have specific areas of interest or issues they wish to explore while working with an artist?**

**What types of public or community outreach programs do you currently offer, if any?**

**OPTIONAL: What type(s) of artist practices or artist mediums do you think would be a good fit for your community?** (Examples: visual arts, Indigenous art, performance, music, installation art, environmental art, literary, dance, videography/film, media arts, multidisciplinary or interdisciplinary practices, to name a few)

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## COMMUNITY IMPACT

**What are your envisioned outcomes, intentions or goals for the project?**

**Does your organization/group currently have processes in place to share announcements, news releases, etc. with the community you serve and/or the larger public? If yes, please explain.**

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## PROJECT BUDGET CONTRIBUTIONS

**OPTIONAL: In addition to the \$12,000 public art contribution, does your organization have any funds to contribute to the project? If so, please identify an amount, if known.**\_\_\_\_\_

**Is there anything else you would like to us to know?**



## Community Partner Selection Criteria

Community Services Division  
Arts Services

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The following outlines evaluation criteria for Richmond-based non-profit community service organizations, including Community Centre Associations, libraries and schools who are applying to the Engaging Artists in Community Program. Organizations with arts-based mandates are not eligible to apply.

- Clear articulation and strength of intention to work in collaboration with project stakeholders
- Organization's ability to support or implement outreach programs and/or similar projects/programming with the communities they serve
- Distinctiveness of the organization's activities and location in Richmond. Is this a unique or significant opportunity for artists?
- Clear articulation of envisioned outcomes, intentions, goals, and impact on the community and stakeholders
- Capacity to provide promotional and/or outreach strategies to encourage public participation, awareness and engagement within a community in Richmond.

### Questions?

Please contact [PublicArt@Richmond.ca](mailto:PublicArt@Richmond.ca) or 604-204-8671.