



## Morgan Hill 'Art & Inspiration' Utility Box Art Program - Phase 2 Artist Guidelines



### Eligibility

- The Utility Box Art Program (Program) is open to individual artists, a team of artists or community groups with a designated lead artist who have the vision and skills required to complete the project to the highest standards of technical expertise. Qualifying applicants must reside in South Santa Clara County. Artists should carefully read the description of the project and all associated documents and materials to decide if the project is suitable to their interests, capabilities and experience.
- Entries must be the original design and artwork of the entrant and suitable for viewing by all ages.
- New and established artists are encouraged to apply.

### Application Requirements

- Complete and sign the Application form.
- Agree to sign the City of Morgan Hill Artist Agreement if project is selected.
- Please note that the inspirational message is a mandatory requirement, that must be displayed on two sides of the box, the required font and size for the message will be provided to the artist.
- Provide a brief summary of design description and how it embodies the selected message.
- Please submit a separate application for each box. Each candidate is welcome to submit as many applications as they desire.
- Create a detailed and full color design concept on template provided.
- Since some sites have multiple utility boxes, provide a design concept for the additional box(es) that complements main design.
- Provide sample of previously finished artwork by artist/group in PDF format.
- Submit application by email prior to the application deadline.

### Grant Funding

The Library, Culture and Arts Commission will provide \$750 in grant funding per installation, which is intended to cover the artwork, preparation, inspirational message and anti-graffiti coating.

## **Mural Specifications**

- The program is designed to encourage community pride and city beautification.
- Boxes vary in size, so artist should be prepared to adjust artwork accordingly.
- City staff and contractors must have access to the box at all times during work.
- Artwork cannot restrict vents or airflow for box.
- Artwork must avoid levers, handles, keyholes, labels, windows, and door hinges to avoid locking door in place or restricting access.
- Installation will begin only after design approval and paint quality is deemed satisfactory for the project.
- Completion of all required liability and contract forms is required prior to painting.
- Artwork is a long-term installation (it is expected to last close to ten years) and becomes the property of the City.
- Artists and any assistants are required to sign a liability waiver prior to start of the project.

## **Preparation, Painting and Finishing**

Artists are responsible for all work associated with the creation of artwork on the utility box. This includes:

1. Sanding & Priming of utility box
2. Painting of the Artwork
3. Finishing the box with anti-graffiti clear coat

Approved Materials for this work include:

- High quality, low-sheen, eggshell, satin or semi-gloss external acrylic latex paint must be used.
- Dark colors must be used sparingly due to the potential for overheating of the utility boxes.
- An anti-graffiti clear coat will be applied on top of finished mural.
- Airbrush or spray equipment for the mural is not permitted.
- No spray paint, except for anti-graffiti coating.

## **Selection Process**

- Submissions will be reviewed and selected by the Library, Culture, and Arts Commission and approved by the Morgan Hill City Council.
- All selection decisions will be final. Once the artwork is selected and utility box assigned, the committee will notify artist by email.
- Since the Commission is relying on sponsorships for funding, an area on the box will be specified for use in affixing a placard that shows the name of the artist and sponsors.

## **Location**

Artists may request a specific box location on the application but are not guaranteed their specified location. The Commission reserves the right to assign an alternate location based on availability

## **Installation**

- Painting of the utility box can vary from artist to artist and can possibly take from 3-4 days or up to a week.
- A schedule of installation will be established with the artist, to ensure a timely process and to prevent artwork from being vandalized.
- During installation artist must allow sidewalk to remain open for pedestrian traffic.

- Artist is responsible for any damage that occurs to adjacent City or private property. Artist should take precautions to ensure paint does not get on nearby structures or walkways.

### **Maintenance**

- City will attempt to contact Artist should graffiti be discovered to discuss options for graffiti removal.
- In the event of sever graffiti that displays inappropriate or obscene materials City may need to attempt to remove graffiti in an expedited manner.
- The City and/or LCAC cannot be held responsible for damage caused by graffiti removal.
- Once the utility box is coated with the anti-graffiti treatment, removal of most graffiti should be possible.

### **General Guidelines**

- If the artist is less than 18 years of age, a parent or legal guardian must authorize their participation.
- Artwork must not contain:
  - Written materials (words/sentences) other than the inspirational message assigned.
  - Political statements or persons
  - Religious references, symbols or numbers
  - Copyrighted or trademarked material
  - Corporate or organizational branding

### **Sample Artwork**

Photographs of previous Utility Box Artwork are available on the City website at:

<https://www.morgan-hill.ca.gov/1731/Utility-Box-Art>

### **Additional Information or Questions**

Contact: Suman Ganapathy, Commissioner  
[ArtInspirationMH@gmail.com](mailto:ArtInspirationMH@gmail.com)  
(408) 763-5005