



# City of Helena

Public Arts Committee

## AGENDA REGULAR BOARD MEETING DECEMBER 20, 2023 5:30PM RM 309

1. Call meeting to order and establish quorum
2. Minutes – Approve from last meeting
3. Staff Reports
4. Community Collaborations Application Review
5. Signal Box on Euclid & Benton
6. Public Art Events and Promotion Opportunities
7. Communications/Announcements
8. Items for Next Agenda
9. Public Comment
10. Adjourn

The City of Helena is committed to providing access to persons with disabilities for its meetings, in compliance with Title II of the Americans with Disabilities Act and the Montana Human Rights Act. The City will not exclude persons with disabilities from participation at its meetings or otherwise deny them the City's services, programs, or activities. Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City's ADA Coordinator, Ellie Ray, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following:  
Phone: (406) 447- 8490; TTY Relay Service 1-800-253-4091 or 711; Email: [citycommunitydevelopment@helenamt.gov](mailto:citycommunitydevelopment@helenamt.gov)  
Mailing Address & Physical Location: 316 North Park Avenue, Room 445, Helena, MT 59623



City of  
**Helena**  
Public Art Committee

## COMMUNITY COLLABORATION APPLICATION

The mission of the Helena Public Art Committee is to cultivate, advocate, and preserve public artworks in the City of Helena. We aim to develop and collaborate on projects that are a source of pride to residents, represent the unique and historical identity of our community, and are accessible to all.

In recent years, HPAC has been able to further our mission by providing funding to public art projects developed and administered by external stakeholders. HPAC supports this successful model that encourages the creation of public art, and the recognition of its importance to our community, while minimizing the administrative workload on the City of Helena.

**The Helena Public Art Committee is currently considering projects for distribution of matching funds of up to \$5,000. Applications must be received no later than Tuesday, March 12, 2024.**

In addition to submitting materials online, applicants may present their submitted request in person. **Applications will be reviewed by HPAC on Wednesday, March 20, at 5:30 PM.** Meetings are open to the public and recorded. The Helena Public Art Committee may or may not recommend the full requested amount.

If selected by HPAC, the recommended project must be approved by the Helena City Commission before funds are awarded. Approved funds will be remitted via check to the applicant no later than June 31, 2024.

Please answer all questions below and include any appropriate files or imagery when submitting your request, using additional documents as necessary. Applicants must submit the following items by email (no more than 10MB per email), USB by mail, or in person to:

HPAC Community Collaboration  
(c/o Bridget Johnston)  
[BJohnston@helenamt.gov](mailto:BJohnston@helenamt.gov)  
(406) 447-8399  
City-County Building  
316 N. Park Ave, Room 162  
Helena MT 59623



# COMMUNITY COLLABORATION APPLICATION



Project Title \_\_\_\_\_

Full name \_\_\_\_\_

Phone Number \_\_\_\_\_ Email Address \_\_\_\_\_

1. Cover Letter/Project Proposal: Please fully describe the public art project, including location, medium, and relevance to the Helena community. \_\_\_\_\_

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2. What is the full anticipated cost of the project? \_\_\_\_\_

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3. What other funding opportunities are you pursuing/have pursued?

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a. How much of the full cost have you already found funding for? \_\_\_\_\_

b. Please list all collaborating parties or organizations involved in this project.

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4. What is the project timeline? \_\_\_\_\_

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5. Have the artist or team of artists been selected yet? \_\_\_\_\_

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6. If this is an outdoor project, what actions are being planned to mitigate graffiti, and provide upkeep + maintenance of the project? \_\_\_\_\_

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7. Is this project publicly accessible? \_\_\_\_\_

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8. If not yet developed, will the Helena Public Art Committee have the opportunity to view and provide recommendations on the final design before funds are remitted? \_\_\_\_\_

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9. Please provide a letter of support, or evidence of past projects, or fundraising efforts that have been successful. \_\_\_\_\_

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10. Will you be available to present your request in person at our next meeting?

Wednesday, March 20, 2024, at 5:30 PM \_\_\_\_\_

**11. Please attach any imagery, designs, and photos of the proposed location so that the committee can become as familiar as possible with the project.**