



REQUEST FOR PROPOSALS

Boston Public Schools Student Art Projects: Centerpieces

\$500 award for selected design proposals

DEADLINE: Thursday, June 23, 2011

“An Education Revolution”
Council of the Great City Schools
55th Annual Fall Conference
Boston, MA
October 26-30, 2011

Call for Proposals

Boston Public Schools invites teachers, artists, schools, and visual arts and design community organizations to submit proposals for one or more art projects that BPS students (pre-K through grade 12) will complete in order to produce table centerpieces for the 55th Annual Fall Conference of the Council of the Great City Schools.

Purpose

From October 26-30, 2011, Boston Public Schools will serve as the host district for the 55th Annual Fall Conference of the Council of the Great City Schools, a national coalition of the 66 largest urban school districts in the country (www.cgcs.org). Nearly 1,000 Superintendents, School Board members and other educational leaders will visit Boston – the birthplace of public education in America – to network, learn, share, and rally around the theme, **“An Education Revolution: Reforming Our Great City Schools.”**

Being selected to host this prominent national conference is an honor for both the City of Boston and the Boston Public Schools (BPS). The conference presents BPS with unique opportunities to showcase our progress and innovation in education reform before a distinguished audience of big city school district leaders from across the country.

To exhibit Boston Public Schools students’ visual artistic talents, the main ballroom tables at the conference hotel, the Westin Copley, will feature beautifully constructed centerpieces. The centerpieces will capture the history and character of Boston and demonstrate our students’ abilities in the visual arts. Each day of the four-day conference will feature a different centerpiece design capturing the following themes: **A Diverse City, A Coastal City, An Historic City, and A City of Firsts.**

Timeline

Proposals

Tentative Information Session:	Thursday, June 9, 2011, 3:00 – 4:30 p.m. (RSVP required)
Submission Deadline:	Thursday, June 23, 2011, 5:00 p.m.
Award Announcement:	Friday, July 1, 2011

Centerpieces

Centerpiece Creation:	July 18 – October 6, 2011
Centerpiece Delivery Deadline:	October 7, 2011
CGCS Conference:	October 26-30, 2011

Proposal Guidelines

All teachers, schools and visual arts organizations submitting a proposal for consideration must complete an application and send images of prototypes (in jpeg or PDF format) by email to cgsartsubmissions@gmail.com no later than **5:00 p.m. on Thursday, June 23, 2011**. *Please note that schools/organizations may submit one proposal per theme, i.e. up to four proposals total (no more than one per theme).*

BPS will showcase a total of 400 centerpieces: 100 units of four different designs, each design representing a different theme. BPS students in schools and partner organizations programs will produce centerpieces based on the winning prototype designs and lesson plans.

Works may be produced in summer programs, during or after the school day. All works produced must be ready for delivery no later than Friday, October 7, 2011. The planning committee will select pieces to be placed on tables and reserves the right to include only a select number of finished centerpieces submitted.

The centerpieces will be offered to conference participants as souvenirs. If an organization wishes to collect any unclaimed pieces, or any pieces not selected for display, please be sure to indicate in the proposal your interest and your availability to collect the remaining pieces from the Westin Hotel during the week of October 26-30. Please note that we cannot guarantee the return of any particular entries.

All submitted proposals must include the following: (See application form)

1. General Contact Information (point person, contact information, school/organization information)
2. Prototype Proposal
 - Description of model, including dimensions
 - Explanation of theme
 - Organizational capacity to produce actual products (centerpieces)
 - Production timeline
3. Lesson Plan, outlining the following:
 - Age/grade level
 - Timeline
 - List of supplies and materials needed
 - Specific step-by-step instructions
4. Images of sketches or actual prototypes (in jpeg or PDF format only)

Centerpiece Specifications:

- The dimensions of each centerpiece cannot exceed 12” in length, 12” in width, and 18” in height.
- The works must be easily transported from the production sites to the hotel, without loose pieces that could easily become detached during transport.
- Centerpieces must represent one of the four themes. Schools/organizations may submit one proposal per theme. Schools/organizations are welcome to submit up to four proposals (one per theme).

Themes:

1. **A Diverse City:** These centerpieces will highlight the racial, cultural, linguistic, and geographic diversity of Boston and its people. Works may focus on the uniqueness of Boston’s neighborhoods, the richness of the city’s various immigrant populations (history, language, food, dress, etc.), or other aspects of Boston as a multicultural center.

2. **A Coastal City:** These centerpieces will feature Boston's proximity to the Boston Harbor, Atlantic Ocean, and other major bodies of water. Entries may include representations of marine life, the Harbor Islands, water transport, the lobster/fishing/seafood industry, beaches, and other symbols of a thriving port city.
3. **An Historic City:** These centerpieces will showcase Boston's vital role in the birth of America, particularly the importance of Massachusetts in the Revolutionary War. Entries should reflect the conference theme of "An Education Revolution," and may reference Boston as the birthplace of public education in America. Designs may include representation of historic landmarks and milestones (the Freedom Trail, Bunker Hill Monument, Faneuil Hall, the USS Constitution, etc.), and its Founding Fathers and Mothers.
4. **A City of Firsts:** These centerpieces will underscore Boston as the home of many American "firsts" – inventions, institutions, and events that were created in Boston. For example, first: public school, public school system, public library, subway, police department, public park, periodic newspaper, lighthouse, inoculation, church built by free Blacks, telephone, annual Marathon, World Series, Christmas card, sewing machine, and many more.

These themes were developed by a planning team comprised of district leaders and BPS visual arts teachers.

Selection and Awards

The planning committee will select up to four winning proposals to serve as prototypes for the centerpiece projects, based on the information provided in the "Proposal Guidelines" section above. Awards will be announced on Friday, July 1, 2011 via email.

Each winning school/organization will be awarded a \$500 honorarium to spend as they choose (with external funds raised privately, not from City or BPS funds). Participating schools and organizations also will receive a limited amount of materials and supplies, based on availability, to complete the projects.

All schools and organizations that participate in the centerpiece design and construction process will be acknowledged at the conference.

Contact Information

Submissions (application and images) will be accepted by email only to egcsartsubmissions@gmail.com no later than 5:00 p.m. on Thursday, June 23, 2011.

Questions should be directed to:

Cleopatra Knight-Wilkins, Senior Program Director for the Arts

cknight3@bostonpublicschools.org

617-635-9278

Optional information session:

NOTE: To be held only if only if there is sufficient interest

Thursday, June 9, 3:00 – 4:30 p.m. at BPS Headquarters, 26 Court St. (Room TBD)

RSVP by Wednesday, June 8 to Cleopatra Knight-Wilkins, cknight3@bostonpublicschools.org.