PRINTMAKING by the PEOPLE

A CITYWIDE PUBLIC ART PROJECT BY MURAL ARTS PHILADELPHIA

Request for Qualifications:
Facilitation of Community Printmaking Workshops

A citywide public art project facilitated by Mural Arts Philadelphia
A dialogue about how the Declaration of Independence has set the stage for life in our city and our nation today

Issued: February 14, 2025

Application due Date: Proposals considered and accepted on a rolling basis

Interested parties please upload submissions via our Workshop Organizer Interest Form.

For more information: printmaking@muralarts.org

Collaborators:

Philadelphia250
Free Library of Philadelphia
Visit Philadelphia

Mural Arts Philadelphia
Roots & Reimagination
40th Anniversary

PHILADELPHIA 250
By the people • For all people

VISIT PHILLY

Free LIBRARY OF PHILADELPHIA

Request for Qualifications:
Facilitation of Community Printmaking Workshops

Mural Arts Philadelphia is seeking expressions of interest from non-profit printmaking organizations and from artists to organize and facilitate printmaking workshops as part of its *Printmaking by the People* project, a signature project to celebrate the semi-quincentennial anniversary of the Declaration of Independence in 2026. The project will consist of dozens of workshops throughout the city, a mural in a prominent location, an exhibition at the Free Library of Philadelphia, and an online gallery.

The project, and our "Among These Are" workshop model, are described in attached documents. Interested organizations should respond with a letter of interest describing their capacity to take on this project.

For questions, please contact **Todd Bressi** or **Lindsey Rosenberg**, printmaking@muralarts.org

Contractor Responsibilities

Contractors will be asked to facilitate a minimum of five community-based printmaking workshops, in locations throughout the city, between February 2025 and October 2025.

1. Coordinate scheduling with Mural Arts

   Mural Arts will take the lead in identifying sites and coordinating the workshop schedule, which will occur in community-accessible locations throughout the city, such as branch libraries. Mural Arts will develop a list of potential dates and locations and will match contractors to the locations, based on availability.

2. Organize personnel

   Each workshop will take two to three personnel, a lead artist and one or two assistants, which the Contractor must provide. Mural Arts will attempt to assign one staff member to each, but this should not be factored into the workshop plans.

3. Obtain workshop supplies

   Procure all necessary materials, including but not limited to ink, paper, palettes, brayers, matrixes, writing and marking instruments, plastic sleeves for storing prints, disposable or re-useable tablecloths, and cleaning supplies.

4. Manage workshop logistics

   - Transport workshop supplies and equipment to and from sites
   - Set up and break down workshop; clean up workshop site
   - Store materials and supplies in between workshops
   - Check-in participants and collect registrations from walk-in participants

5. Facilitate workshops

   Mural Arts will provide a curriculum framework and presentation tools that each organization can adapt, provided that the outputs of the workshop meet the expectations of the project.

   As the workshop consists of presentation of information, facilitation of discussion and a printmaking project, different members of the workshop team may lead different aspects of the project.

6. Collect posters

   Collect at least one archivable print from each participant, cross-referenced with participant name.

Shared Responsibilities

Promotion

Mural Arts, the workshop hosts and the contracted organization will promote the events via their calendars, newsletters, e-blasts and social media that they normally use to promote events.

Mural Arts will promote via its project web page, events web page and period e-newsletters.

Mural Arts Responsibilities

1. Locate and schedule workshop venues

   The workshops will be at indoor locations that are accessible to the public. Our lead partner on this project is the Free Library of Philadelphia, so many of the locations will be branch libraries (see attached list of potential libraries). Other locations may be provided by community-based non-profits, including arts organizations.

   Mural Arts will maintain a list of venues and coordinate with contracting organizations to schedule workshops. Dates, location and timing will be driven by the availability of these spaces.

   Contracting organizations can organize a maximum of one workshop at their studio / location.

2. Coordinate registration

   Registration will be limited to twenty people per workshop. Mural Arts will coordinate registrations via an Eventbrite system, and provide a list of registrants to the contractor before each workshop begins. Registrations will also include permissions / releases.

3. Provide tables and chairs

   Mural Arts or the site host will provide tables and chairs, as well as access to water and restrooms.

4. Provide equipment (limited)

   Mural Arts has a Provisional Press flatbed press to loan if that is being used, but has no other equipment available to loan.

Budget and Fee

Mural Arts will pay each Contractor as follows:

- $750 per workshop, to include all personnel and transportation costs, as well as project management and administration fees.
- Reimbursement of costs for materials and supplies. Mural Arts will negotiate a flat fee for material and supply costs, based on Contractor estimates.

Qualifications

- Contractors must be based in Philadelphia (artists must live or work in Philadelphia)
- Contractors must have experience in at least one form of printmaking, as demonstrated by production, sales, exhibition, teaching or other ongoing practice
- Contractors must have experience leading community workshops

How to Respond

Please upload submissions via our Workshop Organizer Interest Form.

Note: Responses will be accepted on a rolling basis. We will begin evaluating responses on February 18, and continue to accept responses until we have identified enough qualified contractors to meet our anticipated workshop volume.

Application materials:

Interested contractors should submit:

- A letter of interest
- Background about organization and/or resumes / qualifications of personnel
- Information about past completed work or workshops that help us understand your qualifications for this project.
- A statement of availability for the next six months (preferred times of day, days of week, dates not available)
- Contact information for all members of contracting team (**email, phone number**)

Attachments:

- Project Description
- Workshop Description