

# Call to Artists:

## Promote the Vote Banner Design Contest

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Arts and Humanities Council of Montgomery County  
Montgomery College

### Deadline:

Friday, September 13, 2024 at 5 p.m.

### Eligibility:

Applicants must be between 18-25 years of age, reside in Montgomery County with proof of address, and be currently or previously enrolled at Montgomery College. The first 100 students/designers submitting concept proposals will be paid a flat \$50 stipend for any/all design concepts. All applicants must submit a completed [W9 form](#) to be eligible for consideration and payment.

BIPOC and ALAANA Artists (African, Latinx, Asian, Arab, and Native American) are highly encouraged to apply.

Applicants who require a large print or audio recording of this document should email [PublicArt@creativemoco.com](mailto:PublicArt@creativemoco.com).

Applicants who have questions about how to prepare an application or any of the required submission materials should email [PublicArt@creativemoco.com](mailto:PublicArt@creativemoco.com).

The Arts and Humanities Council of Montgomery County (AHCMC) does not discriminate against any person on the basis of any characteristic described in Section 27-1(a) of Chapter 27 of the Montgomery County Code or on the basis of political opinion or affiliation in any of its policies, procedures or practices and prides itself on maintaining a facility that is accessible to all.

## Summary

The Arts and Humanities Council of Montgomery County (AHC MC) invites current students and alumni of Montgomery College to submit designs for *Promote the Vote 2024*, a banner design contest aimed at encouraging young and first-time voters to register and participate in the 2024 election.

## Partners

*Montgomery College Montgomery College*

*Arts and Humanities Council of Montgomery County*

The Arts and Humanities Council of Montgomery County, in partnership with the community, cultivates and supports excellence in the arts and humanities, expands access to cultural expression, and contributes to economic vitality in the region.

Since 1976, AHC MC has been the County's designated local arts agency. Through its programs and services, AHC MC provides the infrastructure and support necessary to maintain a robust creative community that includes over 500 cultural organizations and 2,000 artists and scholars. AHC MC annually distributes over \$5 million in grants to organizations and individuals to help fund enriching cultural activities in our County. Funding is provided by the Montgomery County Government, the Maryland State Arts Council, corporations, organizations and individuals.

AHC MC manages the Public Art Trust (The Trust), which consists of the County's existing collection of public artworks, the commissioning of new works in collaboration with County agencies, communities and the private sector, and the advancement of the field of public art through publications and training. The Trust's work is guided by the Public Art Roadmap and the Public Art Trust Guidelines.

## About the Promote the Vote Banner Contest

- Applicants may submit up to three "Promote The Vote" designs. All submissions must contain the word **"VOTE"**. No other text may be included in designs. Designs must be completed within a square orientation (all banners will be printed at dimensions of 10' x 10').
- Posters may only include one word, "VOTE". "VOTE" may be translated into any language representative of the community, and may appear multiple times, but no other text is allowable.
- Non-partisanship: No partisanship messaging or imagery allowed.
- Only applicants capable of producing imagery that can be translated to a temporary banner should apply – painting, graphic design, drawing, illustration, and similar media are welcome.
- The first 100 students/designers submitting concept proposals will be paid a flat \$50 stipend for any/all design concepts.
- A selection committee will review all submissions and select one design.
- The selected designs will be reproduced and printed as vinyl banners and installed at designated sites.
- AHCMC will cover all expenses related to reproduction and printing.

## Equity & Inclusion

With the acknowledgement and understanding that access to resources has been historically limited for certain groups of people, AHCMC is committed to cultural equity within all funding activities and to serving communities that have been traditionally underrepresented in mainstream funding, discourse, leadership, and resource allocation including, but not limited to, Black, Indigenous, Native American, Latinx, Chicanx, Arab, MENASA (Middle Eastern, North African, South Asian), Asian, Pacific Islander, and other communities of color, socio-economically disadvantaged communities, differently abled individuals and/or people with disabilities, and Two-Spirit, Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, and Asexual constituents. Artists in these communities are highly encouraged to apply.

## Artist Fee

The selected artist will receive a payment of \$1,500 upon acceptance of final banner design. One artist and design will be selected from Montgomery College.

## Timeline

August 14, 2024:	Call to Students Issued
Friday, September 13, 2024 at 5pm:	Application Deadline
Week of September 16, 2024:	Submissions Reviewed & Winners Notified
Week of September 30, 2024:	Banners Installed

## Application Materials

Interested applicants should submit the following materials:

- 1-3 proposed design(s)/rendering(s)/drawing(s). All designs must be completed in a square format. Selected designs will be printed at the dimensions of 10' x 10'.
- Narrative/description for each concept (150-word limit each).
- Contact Information:
  - Applicant's Full Name
  - Applicant's Phone Number
  - Applicant's Email Address
  - Applicant's Current Mailing Address (Street, City, State, Zip Code)
  - Applicant's Date of Birth
  - Applicant's Enrollment Status at Montgomery College (e.g. currently enrolled, alumni)
- A [completed W9 Form](#). No applications will be considered unless a W9 form is received, and no honorarium will be paid without a W9 form.

### How to Submit:

- Use this downloadable [application form template](#) to submit contact information and narrative description(s). Use the link to download and complete the template. Save your completed application form using the following naming convention: *[First Name][Last Name]\_Application Form*. Example: *JonesJane\_Application Form.doc* or *JonesJane\_Application Form.pdf*.
  - Save design submission files as individual JPEGs using the following naming convention: *[First Name][Last Name]\_[Design #]*. Example: *JonesJane\_Design1.jpg*
- Upload the completed application form, design files and completed W9 form via [DropBox](#). You do not need to create a DropBox account to upload your files.

## Guidelines for Submitting Design Files

Applicants may submit a maximum of **three designs**. Designs must be ready to print and submitted as individual .jpg files. **Do not include them in a Word or Acrobat document.** The design files must be no more than 300 dpi and no larger than 1024 x 768 pixel resolution. Each design must be unlocked and downloadable for viewing. Each JPEG file must be titled with the artist's name and number that corresponds to the application form.

## For Assistance in Applying

Artists who have questions about how to prepare an application or any of the required submission materials should email [PublicArt@creativemoco.com](mailto:PublicArt@creativemoco.com).