



North Shore Children's Museum is owned and operated by the City of Peabody. The museum is being designed to encourage a love of learning and healthy development of children ages 2-10 years old. The museum will feature 14 big and bright, hands-on, play-based exhibits designed and created by local artists/designers. All exhibits will have educational components that incorporate fun activities. The museum will be a permanent space and is located prominently on Main Street in Peabody.

Site Visits

Interested artists/designers may attend one of two site visits to meet with staff/planners and see the exhibit space prior to proposal of submission

Tuesday August 16, 1p – 3p

OR

Thursday August 18, 4p – 6p

10 Main Street, Peabody

Application Guidelines and Deadline:

To apply please submit the attached application, supplemental materials and exhibit design agreement and return by Friday, **8/26** to:

Ali Haydock

24 Lowell St.

Peabody, MA 01960

Ali.haydock@peabody-ma.gov

Exhibit Subject: Artist/designers shall submit proposals to design and construct play-based exhibits based on the descriptions at end of document.

Fees and Materials:

Artists shall submit a project budget detailing all costs associated with their proposal, including artist/designer fees, supplies and any additional construction or assembly costs.

Eligibility:

The project is open to all artists/designers that abide by the project guidelines. All submissions must include the Exhibit Design Agreement form. Artists/designers may apply as an individual or as a group. For group submissions, a signed Exhibit Design Agreement for each participating artist must be included to the application form and design template. Individuals or groups may submit more than one proposal, but each proposal must be a separate application and exhibit design agreement. Artist applying for mural work must submit examples of previous large-scale work.

Selection Criteria:

- **Appeal to the audience:** Is the proposed exhibit likely to appeal to children ages 2-10 and their caregivers? Is it hands-on and play-based? Are the components and artwork attractive, kid-friendly and inspiring?
- **Educational value:** Does the exhibit provide opportunities for children and caregivers to discover or learn something new or develop or practice a skill?
- **Proposal completeness:** Are all elements of the application completed or provided? Does the application provide complete details of what the exhibit will include? Is the budget detailed? Are all expenses specified, reasonable and necessary?



- Diversity: Does the exhibit represent the diversity of our community and our world?
- Accessibility: Is the exhibit accessible to children and caregivers of differing abilities and backgrounds? Does it incorporate a variety of experiences to engage different learning styles?
- Safety and durability: Are the components of the exhibit safe for children to touch, explore and experience? Will pieces be constructed in such a way that they are safe for visitors? Are proposed components made of materials durable enough to withstand frequent use without falling into disrepair?
- Fit for the space and overall museum: Will the exhibit fit in one the available space in the museum (see attachment)? Does it make good use of the space, including walls, ceilings, and floors? Does it include play experiences that balance other exhibits? Will it fit in with the overall function of the pop-up?
- Artist/ designer qualifications/ experience: Do the artists/ designers responsible for the creation of the exhibit have experience in large-scale art, exhibit design, education or other qualifications that demonstrate they can successfully execute the proposal?
- Budget: Does the proposed cost fit in with the project's overall budget?

The Review Committee reserves the right to not select a proposal in each category and may request modifications to any proposal before final acceptance.

Eligible Proposal Criteria:

All exhibit artwork must be original ideas. Purchased materials (furnishings, manipulatives, etc) may be used to supplement the artistic/ built materials, but overall exhibits should demonstrate creativity and originality.

Ineligible Entries:

A Proposal will be ineligible for any one or more of the following reasons:

Contains:

- Copyrighted or trademarked image or logo; a brand or business name;
- Art that is plagiarized, stolen or copied from another source (i.e. somebody else's idea);
- Anything that defames or invades the rights of any person, living or dead; Anything that could be construed as harmful to a third party.
- Any exhibit or component that violates local, state, or federal regulations, including safety regulations.

Timeline:

All exhibits will be selected by **8/31**. Exhibits will be fully designed all elements approved before **9/2**. Full construction and set-up of exhibits in the museum space will be completed by **9/23**. *(Mutually agreed upon adjustments to dates may happen if items are not able to be shipped in a timely manner).*

Exhibit Design Agreement:

All art and installation pieces become property of the City of Peabody/Northshore Children's Museum. Artist may utilize images for their own portfolios. Selected artists/ designers and guardians (for those under 18) are required to sign and comply with the "Exhibit Design Agreement"



NORTSHORE CHILDREN'S DESIGN APPLICATION

Thank you for interest in designing an exhibit for Northshore Children's Museum.

Please print clearly or attach a typed document. Submit this application, a signed original copy of the Exhibit Design Agreement, sketches or renderings of the proposed exhibit and a detailed budget. If the artist/designer is less than 18-years of age a parent or legal guardian must authorize participation.

ARTIST/DESIGNER INFORMATION:

Name: _____

Address: _____

Phone #: _____

Website: _____

Email Address: _____

Please briefly list any prior experience that relate to this project (educational background, museum exhibit creation, large-scale art, etc.)

Category (select one):

- Fishing
- Comic Con
- Bugs and Bees
- Medical Center

Please describe your exhibit/mural in 1 or 2 sentences:



Please list all components that will be included in your exhibit with a brief description. For each component please list proposed materials for construction (attach additional pages as needed):

Please list or describe the educational benefits that children and caregivers will derive from your exhibit.

Would you be willing to work with artists or designers with complementary ideas?

Please attach and submit a detailed budget. Budgets may include artist/designer fees or stipend, art or construction supplies, purchased furnishings or manipulatives to supplement exhibit activities and fees for work completed by additional individuals (carpentry, coding, etc). Budgets should be itemized by component and include price for full room design.

Please submit sketches, drawing and renderings of your proposed exhibits. Include sketches of art to be created, potential floorplans, etc that help the review committee see your vision for the exhibit.

Submission are due by 5:00pm on Friday, 8/19. Please return the application to:

Name: Ali Haydock

Address: 24 Lowell St., Peabody, MA 01960

Email: ali.haydock@peabody-ma.gov



Exhibit Design Agreement Page 1
Northshore Children's Museum/City of Peabody

By submitting the Application for to the City of Peabody for the Northshore Children's Museum, and by designing and creating an exhibit, _____ ("Applicant") agrees to the following terms and conditions outlined in this Agreement:

INELIGIBLE ENTRIES

A Proposal will be ineligible for any one or more of the following reasons: Contains:

- Copyrighted or trademarked image or logo; a brand or business name;
- Art that is plagiarized, stolen or copied from another source (i.e. somebody else's idea);
- Anything that defames or invades the rights of any person, living or dead; Anything that could be construed as harmful to a third party.

The applicant acknowledges that:

- Northshore Children's Museum has the right to remove exhibits or components, at any time, for any one or more of the reasons as stated above. The Museum also has the right to remove or replace artwork or elements if there is a fault in workmanship, artwork is vandalized or damaged beyond repair or if the exhibit is damaged, needs repair or replacement.

ARTWORK MUST BE ORIGINAL By signing this agreement the applicant represents that any submitted artwork is wholly original art and does not infringe upon any patent, copyright, trademark, trade name, or other proprietary right of any person, organization, or entity. In essence you are stating your artwork is original.

AUTHORIZATION FOR MUSEUM/CITY USE OF ARTWORK

All submitted proposals will become the property of the City of Peabody/Northshore Children's Museum. Selected and completed artwork, exhibit design and components become property of the City/Museum and may be loaned, given or used for continued community educational purposes outside of the museum building. Artist may utilize images for their own portfolios. The applicant agrees to allow the City/Museum use of the artwork images in any noncommercial way, to promote Northshore Children's Museum and its partners or associated events.

RELEASE OF CLAIMS

In exchange for City/Museum permitting application to participate in the Project, the Applicant a) releases, discharges, and holds harmless, b) will not make a claim against or sue, and c) waives a right of recovery against the City of Peabody and its representatives for any one or more of the following circumstances, events, or occurrences arising out of the Applicant's participating in the Project:

- Bodily injury or personal injury (i.e. libel, slander, defamation of character) to the applicant;
- Use of Applicant's artwork- including but not limited to, any and all claims or lawsuits for invasion of privacy, defamation, or infringement of copyright; or
- Damage or vandalism to, or loss of, Applicant's artwork caused.

INDEMNIFICATION

Applicant indemnifies, defends, and holds harmless the City of Peabody and its representatives from and against all claims, demands, lawsuits, causes of action, proceedings, losses, damages, costs, fees and expenses arising out of:

- An act, error, or omission of Applicant from Applicant's work; or
- The artwork's infringement on a patent, copyright, trademark, trade name, or other proprietary right of a third party.



Exhibit Design Agreement Page 2
Northshore Children's Museum/City of Peabody

AUTHORITY TO PERFORM AGREEMENT

Applicant represents that Applicant a) has read this agreement and fully understands its contents, and b) has the full power to:

- Enter and perform this Agreement; and
- Make the grant of rights stated in this Agreement.

By signing this "Agreement" I understand that I am not an employee of the City of Peabody in any capacity. The artist(s) is/are considered an independent contractor(s).

APPLICANT'S SIGNATURE:

_____ By my signature below, I certify that I am eighteen (18) years of age or older.

_____ I am under the age of eighteen (18) years. My parent/guardian has read this form with me and has signed it below.

Dated

Participant's Signature

Home Address City /State/ Zip Code

Contact telephone number

PARENT'S OR GUARDIAN'S SIGNATURE:

Dated

Signature of parent or guardian

Home Address City/State/Zip Code

Contact telephone number