

## A list of Questions to Guide the Park Staff when Gathering Information Regarding a Request to Place Art in a Madison Park

Name of artist

Name of Piece

Type of art

- Sculpture
- Mural
- Something else?

Time Frame for the Art

- Blink Art (in place for 6 weeks or less)
- Temporary Art (in place for less than 12 months)
- Permanent Art (in place for more than 12 months)

Size of art

Ask Artist to provide a picture of art

Desired Park

Desired specific location in Park

- Does the park already have art
- Is the area in need of art, check geographic distribution of existing art in parks

Plans for installation

(questions to be answered here are very dependent on the type of art)

- Example for a sculpture, need foundation information
- Example for a mural, need information on materials that will be used

Shop plans around to operations staff, alder, neighborhood association, MAC or Karin, (if it didn't come from them in the first place)

The artist

1. Is from Madison?
2. Has pieces in the Madison Collection already
3. Represents a underrepresented community