

## **2009 Congressional Art Competition Information, Guidelines, & Forms**

Thank you for your office's participation in the 2009 Congressional Art Competition!

**Please make sure to read through the information carefully as rules and deadlines are final.**

We will be creating a knowledge library on how to run a successful Art Competition for offices looking to improve their competitions (or participating for the first time). We appreciate any and all input from offices; please let us know if you're interested in helping out!

If you have any questions please do not hesitate to e-mail us at [Art2009@mail.house.gov](mailto:Art2009@mail.house.gov) . Please note that this e-mail is for Congressional use only and should not be distributed to constituents, students, teachers, and the like.

We look forward to working with you and seeing your District's artwork on the Cannon Tunnel walls in 2009!

Sincerely,

Christina Crooks, Rep. Michael Castle  
Julie Housh, Rep. Rick Larsen  
2009 Congressional Art Competition Staff Co-Chairs

### **Enclosed in this packet:**

Timeline  
Checklist for Art Competition  
General Guidelines for the Contest  
Framing Guidelines for winning artwork

Student Release Form  
Member Approval Form

Southwest Airlines Letter (3 pages)  
Savannah College of Art and Design Letter

## 2009 Congressional Art Competition Guidelines

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### Timeline

**February 4 Wednesday – Briefing.** 3-4pm at 345 Cannon (Cannon Caucus Room). We'll have representatives from Ethics, House Admin, and the Curator's office on-hand to answer any questions you may have.

**May 20 Wednesday – Briefing.** We will review final preparations for the Art Competition.

**May 27 Wednesday – MANDATORY: Student Release AND Member approval forms for winning student due by this date.** The winning student's **typed** release form along with the Member Approval form, should be faxed to (202) 225-4420, Attn: 2009 Art Competition. Both forms are included in this package.

**June 3-4 – MANDATORY: Art Intake Days.** These are the ONLY days artwork will be accepted for display in the Capitol for 2009. Artwork NOT submitted by June 4<sup>th</sup> will NOT be displayed. Please make sure your district's framed, winning artwork is delivered to DC by this date. See the Art Guidelines and Framing Guidelines for more details.

**June 24 Wednesday – 2009 Congressional Art Competition Reception.** Winning students are welcome to attend the unveiling of their artwork. Details and information will be provided at the May 20<sup>th</sup> briefing.

### Checklist

#### **Due Immediately**

**Provide two (2) points of contact** for your district's art competition to [art2009@mail.house.gov](mailto:art2009@mail.house.gov)

February 4<sup>th</sup>

Attend the first briefing for information regarding the 2009 Congressional Arts Competition.

February 15<sup>th</sup>

**Contact Southwest Airlines** if you will be utilizing their airfare donation for your district's competition. \*\*\*(Airfare is subject to approval and availability by Southwest). See attached Southwest documents for info.

May 20<sup>th</sup>

Attend the briefing with final information regarding the Art Competition Reception and art intake days.

#### **By May 27<sup>th</sup>**

**Fax student release form and member approval form.** The release form for the winning student should be faxed to (202) 225.4420, attn: 2009 Art Competition, by Wednesday, May 27<sup>th</sup>. You should be submitting two sheets: a TYPED Student Release form and the Member Approval form.

#### **On June 2-3<sup>rd</sup>**

**Submit Winning Artwork.** Included with the framed artwork please include a copy of the student release form that you submitted by May 29<sup>th</sup>.

June 24<sup>th</sup>

2009 Congressional Art Competition Reception. Additional information will be forthcoming.

# 2009 Congressional Art Competition Guidelines

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## General Guidelines

- The competition is open to high school students only. Exceptions will be made for schools that have 7<sup>th</sup> through 12<sup>th</sup> grades on one campus. Each Member office can choose whether or not to include 7<sup>th</sup> and 8<sup>th</sup> grades in the art competition if there are schools in their district that fit these criteria.
- Official resources are to be used only to the extent authorized by the Committee on House Administration and the Committee on Standards of Official Conduct.
- In order to allow artwork to hang in the Cannon Tunnel of the U.S. Capitol, the following restrictions are enforced:
  - All artwork must be framed according to the appropriate framing guidelines, listed below.
  - Artwork must conform to the restrictions:
    - Artwork must be two-dimensional
    - Each piece can be **no larger** than 30"x30"x4" (30 inches high, 30 inches wide, and 4 inches deep) **including the frame**. Artwork cannot weigh more than 15 lbs.
    - Each entry must be original in concept, design, and execution and may not violate any U.S. copyright laws. Any entry which has been reproduced from an existing photo (not the student's own), painting, graphic, advertisement, or any other work produced by another person is a violation of the competition rules and **will not** be accepted.
  - Artwork must arrive in Washington by **June 4, 2009** for inclusion in display.
- Artwork will hang in the Capitol for the **entire year** of the exhibition and **cannot** be returned to students earlier. Students, therefore, should submit artwork they will not need for other purposes.
- Artwork categories are as follows:
  - Paintings: oil, acrylics, watercolor, etc.
  - Drawings: pastels, colored pencil, pencil, charcoal, ink, markers
  - Collage: must be two dimensional
  - Prints: lithographs, silkscreen, block prints
  - Mixed Media: use of more than two mediums such as pencil, ink, etc.
  - Computer generated art
  - Photography
- A **TYPED** copy of the Student Release form, signed by both the teacher and the student, must be attached to the artwork to certify the originality of the piece.

The **winning artist's student release form** along with the **Member Approval form** should be sent to DC via fax to 202.225.4420, attn: 2009 Art Competition, **as soon as you have chosen a winning artwork and/or by May 27th**. This will allow us to determine if more information is required from the student before actually receiving the artwork.
- The final decision regarding the suitability of all artwork for the 2009 Congressional Art Competition exhibition in the Capitol will be made by a panel of qualified persons chaired by the Architect of the Capitol. Artwork must adhere to the policy of the House Office Building Commission. In accordance with this policy, exhibits depicting subjects of contemporary political controversy or a sensationalistic or gruesome nature are not allowed. It is necessary that all artwork be reviewed by the panel chaired by the Architect of the Capitol and any portion not in consonance with the Commission's policy will be omitted from the exhibit.

## 2009 Congressional Art Competition Guidelines

### Framing Guidelines

- **Framing guidelines apply only to the ONE winning artist/artwork that will be sent to Washington, DC.**
- **All artwork must be framed.** Frames should be kept as simple and sturdy as possible. Metal frames are recommended. No “snap on” frames with glass are to be used.
- All artwork must be protected by Plexiglas or glass. Plexiglas is preferred. If glass is used, cover the entire surface completely with masking tape prior to shipping.
- All works, **including frame**, should be **no larger** than 30 inches high, 30 inches wide, and 4 inches deep, and 15lbs in weight. *This includes the outside dimensions of the frame.* Please double check size before sending the entry to Washington, DC. Due to wide participation of Member offices, framed work larger than the specified dimensions will be turned away.
- Matting can enhance or detract from a work of art and should be carefully prepared.
- Use sturdy picture hangers on the back of the frame. Two sturdy eye hooks should be attached at the right and the left sides of the back of the work for hanging in order to prevent the work from leaning forward or hanging unevenly. Do not put wire between the hooks for hanging, these will be added when the artwork is hung in the Capitol.
- Do not attach labels, ribbon, etc. to the front of the piece or underneath the glass or Plexiglas.
- If the artwork is abstract in design, please indicate on the backside which side is “up” with arrows.
- As directed by the House Oversight and Standards of Official Conduct Committees, *each district winner is responsible for framing his or her own entry.* Any hardship cases should be assisted at the district level; works can no longer be framed by the Architect of the Capitol.
- A **typed** copy of the Student Information & Release Form **must be** securely attached to the back of the artwork. *Please retain a copy for your office.*