Thank you for your interest in the Radcliffe Institute Public Art Competition (RIPAC). This brief provides information, rules, and requirements for registration and entry into the competition. Once you have reviewed the material, please contact Meg Rotzel, curator of exhibitions at the Harvard Radcliffe Institute (publicart@radcliffe.harvard.edu), if you have additional questions.

The rules and requirements outlined below may change at any time, at the discretion of the Harvard Radcliffe Institute. It is your responsibility to consult the Radcliffe website regularly for the most up-to-date information.

About the Competition

The Radcliffe Institute Public Art Competition (RIPAC) is a biennial competition that invites student applicants to submit detailed designs for the installation of original public artwork in the Susan S. and Kenneth L. Wallach Garden in Radcliffe Yard. Launched in 2012, the competition considers the role of art and design in the university setting and yields dynamic student-designed artwork, sited in a garden designed for year-round use.

The Radcliffe Institute welcomes proposals from a broad range of perspectives. Areas of special interest include cross-disciplinary and engaged scholarship and work that relates to pressing social issues and/or seeks to actively engage audiences beyond academia. We welcome proposals that connect the arts with the Institute’s focus areas in climate change; law, education, and justice; and legacies of slavery. Proposals that reflect Radcliffe’s unique history and institutional legacy, that center on women, gender, and society, or that draw on the Schlesinger Library’s rich collections, are also of strong interest to the review committee. Applicants are encouraged to learn more about these areas of engagement on Radcliffe’s website, through the Wintersession workshop, and by reviewing virtual learning materials posted on the Radcliffe website as they develop their competition designs.

Applicants will submit detailed designs for the installation of original public artwork in the Wallach Garden. The winning design proposal will be fabricated, in collaboration with the Radcliffe Institute, and displayed in the Garden for up to 18 months. The student or design team who submit the winning design proposal will receive an $8,000 honorarium and up to $10,000 in funding for the fabrication and installation of the work.

Student Eligibility

The competition is open to all undergraduate and graduate students currently enrolled in a Harvard degree program. Students may apply individually or as members of a submission team. In the case of teams, all team members must be currently enrolled in a Harvard degree program. Students who are on leave from their degree programs for any reason are ineligible to
apply. Teams may include students in different degree programs and from different schools. Students in their senior year or in their final year of a graduate degree program are eligible to apply, so long as they are enrolled at the time of submission and when the winning design is announced.

The winning student/winning team must live in or have virtual access to greater Boston from June 1, 2023, to May 31, 2024, to participate in design development, the preparation of construction or installation documents, and the installation process. Participation will require regular meetings during all construction or installation phases. In the case of a winning team, a point person must be designated to periodically collaborate with the Radcliffe Institute during this time period.

**Review of Proposals and Decisions**

A distinguished committee comprised of Harvard faculty and experts in the field will review the submissions and recommend finalists to the dean of the Radcliffe Institute, who will select the winner.

Proposals will be evaluated on creativity and connection/relevance to **Radcliffe’s institutional priorities**, multidisciplinary ethos, location, and landscape. Every proposal must include a detailed outline of the plan, budget, timing, and any external support (within the budget) that will be needed. The winning proposal will feature realistic, specific plans for construction within the given budget and schedule.

The committee will review submissions and select a shortlist of designs. Students or teams of students whose designs are shortlisted may be invited to make a brief presentation to the committee, to provide additional information, and to respond to questions. The committee will forward its recommendation(s) to the dean of Radcliffe for final review and decision.

The winning student or team of students will be notified by award letter and will enter into an award contract with Radcliffe outlining mutual expectations, understandings, and responsibilities.

The winning submission will be announced in Spring 2023. After the announcement, the winning student or team will receive from Radcliffe an honorarium, total budget, and broad timeline for fabricating and installing the approved artwork, which is expected to be unveiled in Spring 2024. Once the award is announced, the winning student or team of students will work closely with Radcliffe staff and other experts to finalize design documents, budgets, and timelines. Fabrication will begin only after Radcliffe has approved the final plans.

**Wintersession Workshop and Competition Learning Opportunities**

Radcliffe provides a Wintersession Workshop and online learning opportunities leading up to the proposal deadline.
Learning Opportunities

● Informational Zoom sessions in November and December 2022 and in January 2023 to review the competition brief, answer student questions live, and provide further thematic guidance

● Curated list of existing online resources about relevant public art and public art fabrication posted on RIPAC pages on HRI website; links accessible to all

● Hour-long, in-person, site visits in November and December 2022 and in January 2023 with Radcliffe staff to review the site, answer student questions, and provide further thematic and other guidance

Wintersession Workshop
January 9-12, 2023
10 AM to 3 PM daily at the Harvard ArtLab
- Sessions in-person
- Sessions led by expert in the field who is engaged in public art, design of public spaces, and site-specific artworks
- Additional sessions led by Radcliffe staff for site-specific and thematic information
- Group site visits, group critiques, and individual advising sessions available

Register by January 3, 2023, to participate in the workshop
Contact publicart@radcliffe.harvard.edu for more information

This intensive workshop prepares students to compete in the Radcliffe Institute Public Art Competition. Technical and theoretical teaching will occur in-person to maximize access, and group critiques and advising may be offered in-person. Site visits will also be available. The workshop is free and open to currently enrolled Harvard students. It exposes students to the history and practice of public art, thematic interests of the Institute, and links students with mentors who can offer guidance on the technical aspects of creating proposals for this competition. Participating students must register for the workshop by January 3, 2023, arrive with an idea that can be developed at the workshop, and attend all workshop sessions. Attending the workshop is strongly encouraged, but is not required, to participate in the Radcliffe Institute Public Art Competition.

About the Site and Installation

The installation will be in an approximately 20’ x 30’ area in the Susan S. and Kenneth L. Wallach Garden in Radcliffe Yard. The garden borders Brattle Street, between Radcliffe’s Wallach House and Putnam House. It is bound on all sides by vegetation and can be seen and accessed from both Brattle Street and Radcliffe Yard. The installation space is paved with compacted stone dust and is equipped with water, drainage, electricity, internet access, and signage. Installations may access all of these, but proposals should not exceed the amenities provided.
The installation must be capable of remaining in place and withstanding all weather conditions in Cambridge, MA for up to two years. No changes may be proposed or made to any existing trees, plantings, or landscape elements (light fixtures, walkways, benches, etc.) as part of design, construction, or installation. The installation must be respectful of the existing Wallach Garden footprint, neighboring buildings, and all existing plantings and trees surrounding the Garden. The maximum depth for digging in the stone dust plaza is 6” below finish grade. All soil disrupted or relocated in support of the installation must be retained on site and reused within the Wallach Garden. The completed installation must be entirely contained within the dimensions of the installation site and, other than upkeep and maintenance, may not be altered except as directed by Radcliffe.

All submissions must comply with applicable laws, ordinances, and regulations of the City of Cambridge, as well as policies, rules, and requirements of Radcliffe.

**Budget**

The total construction/fabrication budget for the winning design is up to $10,000. This budget will not be exceeded. Budget submissions must contain a set-aside allocation for contingencies that arise during the course of fabrication and procurement of all materials and labor. (The delivery, installation, and removal costs, including labor and equipment rentals, are budgeted in a separate process by Radcliffe.) Radcliffe reserves the right to review, adjust, and approve all budgeted items, as well as the total project budget, and will make final determinations about budgets and expenditures. Institute staff will manage the use and distribution of funds throughout the commissioning and installation process.

[Link to Sample Budget Worksheet to be added]

**How to Submit Proposals**

All submissions are due by January 27, 2023 at 5:00 PM. This is a final deadline and will not be extended.

Students must apply at https://harvard.smapply.org/ and be prepared to provide the following information:

- Two design views of the proposed installation, viewable on one slide
- A written description of the design vision (up to 500 words) that includes the design title, team member name(s), and Harvard school affiliation and anticipated degree(s) with dates
- A detailed plan for taking the project from vision to reality (up to 500 words)
- Completed budget worksheet [link to the budget worksheet]
- A signed consent form from each team member [link to the consent form]
Project submissions will not be complete, and will not be considered, until all requested materials, including all consent forms, have been provided.

**Award**

The winning student or team of students will be awarded an $8,000 honorarium. In the case of a team, the honorarium will be split equally among all members.

**Schedule**

<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event Description</th>
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<tbody>
<tr>
<td>Nov 2022-Jan 2023</td>
<td>Learning opportunities offered online; further resources available on HRI website</td>
</tr>
<tr>
<td>Jan 3, 2023</td>
<td>Deadline to register for Wintersession Workshop</td>
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<tr>
<td>Jan 9-13, 2023</td>
<td>Wintersession Workshop held</td>
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<tr>
<td>Jan 27, 2023</td>
<td>RIPAC submissions due 5:00 PM</td>
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<tr>
<td>Feb 2023</td>
<td>Initial committee review; selection of shortlist of finalists</td>
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<tr>
<td>Mar 2023</td>
<td>Finalists develop designs, select materials, provide additional budget information, meet with HRI staff for feedback to refine presentations</td>
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<td>Apr 2023</td>
<td>Final committee review, including finalist presentations, recommendation(s) to dean</td>
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<td>Apr 2023</td>
<td>Harvard Radcliffe Institute Dean makes final decision</td>
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<tr>
<td>May 2023</td>
<td>Announcement of winning design</td>
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<tr>
<td>May-June 2023</td>
<td>HRI assembles a team of consultants, as needed, to review and identify any major fabrication issues in the design for resolution over the summer</td>
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<tr>
<td>June-Sept 2023</td>
<td>Design development and start of construction/installation document production. Resolution of any permitting requirements or concerns. Winning student/team must be in residence or accessible virtually to participate in this process</td>
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<tr>
<td>Sept 2023-Feb 2024</td>
<td>Completion of construction/installation documents; confirm budget estimates; outreach to bidding contractors and vendors, project bidding, procurement, contracting, fabrication</td>
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<tr>
<td>Mar-May 2024</td>
<td>Project construction/fabrication/installation. Winning student/team must be in residence, or accessible virtually, to participate in this process</td>
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<tr>
<td>May 2024</td>
<td>Unveiling</td>
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**Use of and Rights to the Installation**

Students and teams of students submitting proposals will retain all rights to their proposals. The winning student or team of students will be required, in the contract with Radcliffe, to
represent and warrant that the design submitted is original and does not infringe on any party’s intellectual property or other rights. In addition, the winning student or team of students will be required to license rights in the installed work to Radcliffe sufficient for Radcliffe to (i) fabricate and display the work, (ii) to photograph and otherwise record the work (including the fabrication and installation process) and to copy, distribute, and otherwise make use of such photographs and recordings, (iii) to use the winning students’ or team of students’ names, images, and likenesses in connection with Radcliffe’s use of such photographs and recordings and to promote the work, and (iv) make use of the work for educational or performance purposes, including but not limited to tours, visits by classes, student and community engagement efforts, donor recognition events, and arts performances, and to allow others to do the same. The contract will also require that the winning student or team of students agree that the work may be removed at Radcliffe’s discretion and the installed components disposed of, unless the student or team of students notify Radcliffe at least three months before the conclusion of the installation’s public display and arrange, at the student’s or teams’ sole expense, for removal and storage immediately upon conclusion of the installation. Because the work must be eventually dismantled and removed from the Wallach Garden, the winning student or team of students will be required to waive any rights the student or team of students may have as artists under the Massachusetts Art Preservation Act (M.G.L. ch. 231, § 85S), the Visual Artists Rights Act (17 U.S.C. § 106A(a)), or successor or similar laws.

About the Radcliffe Institute

The Radcliffe Institute for Advanced Study at Harvard University—known as Harvard Radcliffe Institute—is one of the world’s leading centers for interdisciplinary research and exploration. The Institute’s work is shaped by its history as the former Radcliffe College—a school founded to ensure that the standard of education embodied in Harvard was accessible to women, who were then excluded from the University. Radcliffe’s defining commitment to women and the study of gender endures in the Institute’s programs and the world-class collections of its Schlesinger Library. But the legacy of Radcliffe College is not simply coeducation at Harvard; it is the recognition that universities will always be greater when they draw wisdom and talent from the widest possible pool. This principle has guided Radcliffe’s work for nearly a century and a half. Among the many distinguished schools of Harvard, the Institute is unique: interdisciplinary by design and animated by a legacy of promoting inclusion.