

Call for Designs: *City of Parks* and *City of Arts*

Submissions will be received by the City of Prince Albert, Arts & Cultural Coordinator until **5:00pm, Saskatchewan Time, Monday, June 16, 2025.**

City of Prince Albert
Parks, Recreation and Culture Department
c/o 1010 Central Avenue
Prince Albert, SK S6V 4V5



City of
Prince Albert



City of Prince Albert

City of Parks and City of Arts Design Contest

1 Background

The City of Prince Albert's Communications, Culture Plan, and Tourism teams are excited to launch a *City of Parks* and *City of Arts* Design Contest!

We're calling on local creativity to help showcase what makes P.A. truly special. Whether it's our breathtaking parkland, which is the most per capita in Canada, our thriving arts and cultural scene, or our strong community spirit, there's so much to celebrate. As "Saskatchewan's Playground" and the "Heartbeat of the North," Prince Albert is a place where nature, creativity, sport, and connection thrive. We're looking for two bold new designs for merchandise that reflect our pride and identity, because life is good here, and it shows!

2 Eligibility

This call is open to visual artists and graphic designers in Saskatchewan with reference to those residing in Prince Albert or surrounding communities. We encourage submissions from artists/graphic designers that are typically underrepresented including BIPOC (Black, Indigenous, and People of Colour), 2SLGBTQIA+ identifying individuals, deaf persons, and persons with disabilities. We also encourage submissions from youth. If assistance is required, please contact Tia Furstenberg at tfurstenberg@citypa.com or 306-953-4825.

3 Evaluations of Submissions

From all the submissions, a selection panel will choose two designs to be used as described in this call.

4 Budget

Artists/graphic designers of the two winning designs will be compensated \$500/design.

5 Instructions to Artists/Graphic Designers

Submissions must be received by **5:00 pm, Monday, June 16, 2025.**

City of Prince Albert

Parks, Recreation and Culture Department – Margo Fournier Arts Centre

1010 Central Avenue

Prince Albert, SK S6V 4V5

Email: tfurstenberg@citypa.com

Incomplete submissions will not be accepted. Please email or drop off submissions to the above mentioned address.

6 Inquiries

Inquiries, interpretations, and questions regarding this call are to be directed to Tia Furstenberg, Arts & Culture Coordinator, at 306-953-4825 or by email at tfurstenberg@citypa.com.

7 Submission Process and Timelines

Artist submissions received **after 5:00 pm, Saskatchewan Time, Monday, June 16, 2025** will not be considered.

Call for Designs Release Date: Tuesday, May 27, 2025

Closing Date: Monday, June 16, 2025 at 5:00 p.m.

Winning Artists Contacted: Friday, June 20, 2025 before 5:00 p.m.

Notification

Upon closing of the Design Contest, the City of Prince Albert may contact potential artists/graphic designers to request additional information for clarification prior to final selection.

Rejection of Submissions

The City of Prince Albert reserves the right to accept or reject in whole or in part any or all submissions. Only selected designs/submissions will be notified.

8 Requirements | Scope of Work

The project is intended to benefit our City to:

- Provide a positive image of Prince Albert
- Evoke pride in our City
- Provide local artists/graphic designers with an opportunity to create designs for the contest

Technical Requirements

- The artwork must be a visual representation of Prince Albert according to one of two themes:
 - City of Parks
 - City of Arts
- All artwork must be original to the artist/graphic designer and created for the purpose of this call.
- The final artwork design should contain appropriate levels of details and scale for decals primarily, but other merchandise as well (i.e. shirts, hats, mugs).
- The artwork should be provided as a digital rendering (jpeg format).
- The design should include the text *Prince Albert* or *P.A.* and *City of Parks* or *City of Arts*
- The designs will not include other text, political or religious figures.
- A maximum of five designs per artist may be submitted.

About Prince Albert:

- Prince Albert is a vibrant and innovative municipality that prides itself on being a family focused community. Situated just minutes from lake country the City of Prince Albert is a recreational paradise that offers all the benefits of big city amenities including access to arts, entertainment and unique cultural experiences. Prince Albert is the proud home of a diverse offering of highly skilled professional sports and recreation organizations, an engaged and growing arts and cultural community and committed and passionate non-profit organizations.
- Prince Albert is the third largest City in Saskatchewan and a hub of health care, education, retail and infrastructure servicing upwards of 195,000 people in Prince Albert and central and northern Saskatchewan. We are located in the broad valley of the North Saskatchewan River near the geographical center of the province, where the agricultural prairie of the south and the rich forest belt of the north meet. Much of Prince Albert is built on the sloping south bank of the North Saskatchewan River while the north bank provides a spectacular view of mixed forest, typical of northern Saskatchewan.
- Located in the heartland of northern Saskatchewan, Prince Albert is located in Treaty 6 territory and the homeland of groups who have called the Prince Albert area home for thousands of years. These Indigenous groups are the Woodland Cree, Plains Cree, Swampy Cree, Dene and the Dakota and Métis Nations. Prince Albert has one of the highest Aboriginal (First Nations, Métis and Inuit) population ratios in any Canadian City (44.65% Census 2021).
- We are a diverse community with a large Indigenous population, several unique and celebrated cultures, and a growing immigrant population.
- Research conducted by Real Estate Company [Calgary.com](https://www.calgary.com) revealed that Prince Albert is NUMBER ONE for park space in Canada. According to the recent study, 20% of Prince Albert is used as parkland with a green score of 100/100. Scores were based on how much parkland, green area, and gardens cities have.

9 Submission Requirements

A completed application form must include the support material listed below. Support material must be in a recognized DOC, DOCX, or PDF file format. Digital renderings/designs should be in JPEG format. Please write your name and contact information on the file.

1. **AUTHORIZATION/SUBMISSION FORM:** Complete, including a signature, the authorization form included in this document.
2. **EXPRESSION OF INTEREST:** One (1) page maximum. Please provide a concise synopsis of your proposed design(s):
 - Briefly describe your interest in the project
 - Briefly describe your artwork/design for each design submitted
 - Address all parameters as outlined in this call.
3. **RESUME / CURRICULUM VITAE:** Three (3) page maximum. Detail your experience as an artist, prior design or public art experience, and/or other relevant information. Include your name, mailing address, telephone number and email address. If multiple artists are involved, include each artist's resume and indicate the artist team lead.
4. **VISUAL DOCUMENTATION**
Images:
 - One (1) digital rendering (jpeg format) of the image of the proposed artwork/design (maximum 5 designs per artist).

10 Terms and Conditions

1. The Call for Design Contest submission must be signed in the space provided on the *Authorization Form* with the signature of a signing officer.
2. The City of Prince Albert reserves the right to change or cancel the Call for a *City of Parks* or *City of Arts* Design Contest without notice.
3. Should a dispute arise from the Terms and Conditions of this Call for Designs regarding meaning, intent or ambiguity, the decision of the City of Prince Albert shall be final.
4. Any submission is not necessarily accepted.
5. The rights of the parties shall be governed by and the contractual terms shall be interpreted in accordance with the laws of the Province of Saskatchewan.

6. The City of Prince Albert is governed by *The Cities Act* and designated as a Local Authority pursuant to *The Local Authority Freedom of Information and Protection of Privacy Act (LAFOIP)*. Therefore, all information collected during the *Expression of Interest* Process, including executed contracts and agreements may be subject to inspection through a Freedom of Information and Access Request in accordance with those regulations.

Section 91(1)(a) of the Cities Act states the following:

“91(1) *Any person is entitled at any time during regular business hours to inspect and obtain copies of:*

(a) Any contract approved by the council, any bylaw or resolution and any account paid by the council relating to the City”

7. City determination of the successful artists/graphic designers shall be final.

NAME (please print)

ADDRESS

CITY

PROVINCE

POSTAL CODE

PHONE#

EMAIL

AUTHORIZED SIGNATURE

LAFOIP Consent (check one)

Yes _____ (City is Authorized to Release Bid Documents for LAFOIP Requests)

No _____ (Confidential Information Included)

Agree to Contest Rules and Regulations (must be checked):

- ☐ I have read the rules and regulations in the Call for a *City of Parks* or *City of Arts Design* Contest and agree to be bound by its terms and conditions.

Confirm Original Artwork and Agreement of Use (must be checked):

- ☐ I confirm that the submitted piece(s) is of original artwork, and hereby give the City of Prince Albert exclusive rights to use the artwork(s), and submitted in the shirt design contest, to reproduce on shirts and other merchandise, and to be included on the City's website and/or social media for promotional purposes if selected.
- ☐ I hereby give permission for photographs and for the facts hereinafter set out to be used for promotion/publication purposes of the project. The City of Prince Albert may release my name, and/or team member names as listed above if selected as a winning entry.

DATED THIS, _____ DAY OF _____, 2025