

Attachment A

Schedule of Services & Compensation

CONCEPT

The goals of the Thurber Artist Residency are to:

1. Provide a Madison-based artist with the funding, time, and space to develop their artistic practice.
2. Engage residents surrounding Thurber Park and build deeper community connections through open studio sessions and hands-on programming.
3. Encourage artists to research the public art industry, explore how their work can translate to the public realm, and potentially create and install a public art piece.

DESCRIPTION OF CITY SERVICES

The City of Madison will provide the Thurber Artist-in-Residence with the following:

- A. **Studio:** The City of Madison will provide studio space in the Trachte Hut at 3325 Thurber Avenue, Madison WI 53715. Use of the Thurber Studio includes 24 hours a day year-round access to one parking spot and bathroom facilities. See Attachment B “Facility Use Guidelines” for additional information.
- B. **Stipend:** The City of Madison will pay the Thurber Artist-in-Residence an annual stipend not to exceed \$7,800 to cover all costs associated with the required artist services. This will be paid quarterly as follows:
 - a. Upon Execution of Contract: \$1,950.00
 - b. December 2026, upon receipt of invoice: \$1,950.00
 - c. March 2027, upon receipt of Invoice: \$1,950.00
 - d. June 2027, upon receipt of invoice: \$1,950.00
- C. **Mentorship:** The City of Madison will provide mentorship opportunities as outlined below. All meetings may be in-person or virtual and will be coordinated between the respective parties at their discretion.
 - a. Monthly check-in meetings with Madison Arts Staff.
 - b. Quarterly consultations with other arts administrators or public art professionals (staff from the Bubbler at Madison Public Library, fabricators, public artists, curators, etc.).
 - c. A loaning library of books on public art.
 - d. Sample public art proposals.
- D. **Promotion:** The City of Madison can promote the Thurber Artist-in-Residence by:
 - a. Hosting a biography, work samples & schedule of events on the City of Madison Thurber Residency webpage.
 - b. Publishing an annual media release.
 - c. Posting events in occasional Madison Arts Newsletters
 - d. Posting annually to the City of Madison or DPCED social media pages.

DESCRIPTION OF ARTISTS SERVICES

The Artist agrees to provide the following while serving as Thurber Artist-in-Residence:

- A. **Open Studio Sessions:** Over the course of the Thurber Artist Residency the artist will host monthly open studio sessions, which must be:
 - a. Hosted in Thurber Studio or Thurber Park.
 - b. Free and open to the public.
 - c. Between 2-3 hours in length.
 - d. Scheduled between 9am and 9pm, Monday-Sunday with the dates and times determined by the artist.
 - e. Once a month during each month of the Artist-in-Residence term. Opening receptions, gallery nights, etc. may count towards this requirement.
 - f. Optional: include an activity for participants such as hands-on making, guided discussion, film viewing, artist talk, etc.

- B. **Workshops:** Each year of the Thurber Artist Residency the artist will lead at least two hands-on workshops, which must be:
 - a. Hosted at Thurber Studio, Thurber Park, or at another site accessible to the public (community center, library, etc.)
 - b. Free and open to the public, with registration managed by the artist using their platform of choice.
 - c. Between 2-3 hours in length.
 - d. Scheduled between 9am and 9pm, Monday-Sunday with the dates and times determined by the artist.
 - e. Include a hands-on making activity for participants, including materials and guidance provided by the artist.

- C. **Other Events:** The Thurber Artist-in-Residence is also asked to have a presence at the following events:
 - a. Opening reception at the Thurber Studio in October after move-in
 - b. Virtual meeting of the Darbo-Worthington Neighborhood Resource Team
 - c. Parks Alive events at Darbo-Worthington Park between June – August
 - d. Closing reception at the Thurber Studio in August before move-out

SCHEDULE OF EVENTS

The schedule below is for general guidance only and may change based on the needs of staff and the Artist-in-Residence.

- A. October, Year 1
 - a. Move-in
 - b. Host a opening reception at Thurber Studio in coordination with staff

- c. Schedule open studio sessions (recommend consistent monthly days/times) and share with Staff. Consider having this prepared to share at the opening reception.
- B. November, Year 1
 - a. Meet with Darbo Neighborhood Resource Team to introduce yourself
 - b. Create a plan to connect with the community. This may include building your website, mailing list, social media presence, postering, etc.
 - c. Connect with local community organizations
 - d. Explore community workshop opportunities (content, theme, material, venue, dates, times, etc)
 - e. Mentorship consultation #1
 - f. Host open studio
- C. December, Year 1
 - a. Invoice the City of Madison for payment
 - b. Continue to plan community workshops & connect with the community
 - c. Host open studio
- D. January, Year 1
 - a. Continue to plan community workshops & connect with the community
 - b. Host open studio
- E. February, Year 1
 - a. Continue to plan community workshops
 - b. Mentorship consultation #2
 - c. Host open studio
- F. March, Year 1
 - a. Invoice the City of Madison for payment
 - b. Attend the meeting of the Madison Arts Commission and provide a mid-year check-in
 - c. Host open studio
- G. April, Year 1
 - a. Finalize workshop plans & send info to Staff
 - b. If proceeding to a second year of residency, request contract extension.
 - c. Host open studio
- H. May, Year 1
 - a. Mentorship consultation #3
 - b. Host open studio
- I. June, Year 1
 - a. Invoice the City of Madison for payment
 - b. Attend Parks Alive
 - c. Host open studio
- J. July, Year 1
 - a. If proceeding to a second year of residency, confirm contract extension is executed
 - b. Attend Parks Alive
 - c. Host open studio

- K. August, Year 1
 - a. Mentorship consultation #4
 - b. Explore potential public art concepts & materials.
 - c. Consider applying for Monona Terrace Art on the Rooftop, Gleam or BLINK for year 2.
 - d. Host open studio
- L. September, , Year 1
 - a. Invoice the City of Madison for payment
 - b. Host open studio
- M. October, Year 2
 - a. Discuss potential public art concepts & materials with staff.
 - b. Host open studio
- N. November, Year 2
 - a. Mentorship consultation #5
 - b. Host open studio
- O. December, Year 2
 - a. Invoice the City of Madison for payment
 - b. Host open studio
- P. January, Year 2
 - a. Check in on potential public art ideas
 - b. Host open studio
- Q. February, Year 2
 - a. Mentorship consultation #6
 - b. Host open studio
- R. March, Year 2
 - a. Invoice the City of Madison for payment
 - b. Host open studio
- S. April, Year 2
 - a. Host open studio
- T. May, Year 2
 - a. Mentorship consultation #7
 - b. Host open studio
- U. June, Year 2
 - a. Invoice the City of Madison for payment
 - b. Host open studio
- V. July, Year 2
 - a. Mentorship consultation #8
 - b. Host open studio
- W. August, Year 2
 - a. Host a closing reception at Thurber Studio coordination with staff