



OFFICE OF ARTS & CULTURE
SEATTLE



SAWHORSE
REVOLUTION

Request for Proposals

Tiny Cultural Space

a construction project

What:

Are you a Seattle-based cultural organization or a community group that is interested in *owning* a tiny cultural space, custom-designed and hand-built for your needs? Imagine a small but permanent outdoor stage. Or a puppet theater. Or a space for a tea ceremony, or a coffee ceremony. Would you like to launch Seattle's tiniest art gallery? Or its smallest writers' residency? Is there an ecological social justice and history-based mini-museum you've been hoping to open?

The [Seattle Office of Arts & Culture](#), in partnership with the [Seattle Department of Finance and Administration](#), and with [Sawhorse Revolution](#), invites local cultural and community organizations to submit proposals for a new (tiny) cultural space.

This space will be custom designed and built by a youth cohort under professional mentorship with you and your organization as the client. It will be built to your needs and sited on a small piece of City-owned property (a "snippet" property), at a location to be determined by the City of Seattle. The structure will belong to the community organization, and the property on which it sits will be available for at least five years. If in those five years the community organization can responsibly steward the space, the City will at its discretion initiate a process to transfer the ownership of the property to the organization outright.

The selected project will be designed and built by the award-winning nonprofit design/build studio [Sawhorse Revolution](#), an organization that teaches teens carpentry and architecture through inspiring community projects. The Tiny Cultural Space will be a project of Sawhorse Revolution's all-women design / build program, a process that will involve the organization chosen through this Request for Proposals and high school youth. Design mentors from [LA Union](#), [Asakura Robinson](#), [BDS Planning](#), and [SDOT](#), will facilitate the process of a youth-designed tiny cultural space with the selected organization, which will be built by youth under the tutelage of professional carpenters.

The project will fit within the following guidelines:

- 120 square feet or smaller
- Single-story
- No utilities: no plumbing, gas, heating, or air conditioning
- Off-grid electrical applications such as solar will depend on the chosen site.

Who:

Jenny A. Durkan, Mayor | royal alley-barnes, Interim Director

Street Address: 700 Fifth Avenue, Suite 1766, Seattle, WA 98104 Mailing Address: PO Box 94748

Tel: (206) 684-7171 Fax: (206) 684-7172 arts.culture@seattle.gov www.seattle.gov/arts

You are eligible for this opportunity if you are any of the following:

- Non-profit arts, culture, and heritage organizations (nonprofits do *not* need to be 501(c)3's)
- Community organizations and associations
- Applicants who represent, are led by, or are committed to pursuing equity for people of color, the LGBTQIA+ community, and/or other groups that have traditionally been furthest from access to the control of cultural space

Project applicants must demonstrate a minimum 5-year commitment to the programming and maintenance of the site.

When:

- Proposals are due via email by 11:59 pm on **Monday, November 1, 2021**
- There will be an in-person live information session on **Sunday, October 17th from 3pm - 5pm** at the **Sawhorse Revolution HQ**, adjacent to Cafe Ibex at 3219 Martin Luther King Jr Way S, Seattle WA 98144. **Masks are required for all participants in this indoor meeting.**



- A second Zoom-based information session will take place **Thursday October 21st 4pm - 6pm. The information for that Zoom call is listed below:**

Topic: Tiny Cultural Space Information Session

<https://us06web.zoom.us/j/85414301185?pwd=WG51SXB1eWh0TkJMUnlYcDA3UHZlZz09>

Meeting ID: 854 1430 1185

Passcode: 2021

- Please RSVP to sam@sawhorserevolution.org for either session.
- A peer panel will review proposals in early November; applicants will be notified by **November 15**
- The design process will take place immediately following selection, through January
- Construction will take place in the spring of 2022 and be complete by end of July 2022

Where:

The structure will be built and sited on a “snippet,” an unused small piece of city-owned property. The City will identify an available snippet as part of this process.

How:

Please email your proposal to matthew.richter@seattle.gov, with the subject “Tiny Cultural Space Proposal.”

Sawhorse Revolution and the Seattle Office of Arts & Culture invite you to submit a proposal of up to three pages describing an idea for a tiny cultural space you would like to have designed and built for you.

Read through these project guidelines and submit a written proposal that addresses the following questions:

- Who are you?
 - What is your organization? Who are its people?
 - Please describe your mission, history, leadership structure, and community served.
- What is your tiny cultural space idea?
 - What is the structure you’re hoping to have built?
 - Who will it serve?
 - What will happen there?
 - How will it be open to the public?
 - What need (both in your organization and in the community) would this space meet?
- What is the 5-year plan?
 - What is your plan for programming and activating the space?
 - How often will it be active?
 - What is your plan for maintaining the space (cleaning, upkeep, etc.)?
 - What makes your organization a good candidate to work with a student design process?
- Additional prompts...
 - How does your organization serve Environmental Justice? (see below under Background)
 - What benefits would this project generate for the community around it? For the community city-wide?

Please email your project proposal to matthew.richter@seattle.gov with the subject “Tiny Cultural Space Proposal.”

How applications will be scored:

Panelists will score proposals based on the following six questions.

- Is the proposed project a creative and innovative use of space?
- Does the project provide broad and accessible public benefit?
- Does the project and organization support advocacy for environmental justice and sustainable practices?
- Does the project provide access to space for communities who have traditionally been left out of the City’s capacity-building? Does it benefit communities who have been impacted by institutionalized racism?

- Will the organization be able to maintain the project for the proposed amount of time?
- Is the project itself addressing an urgent community or cultural need?
- Does the organization seem excited and willing to participate with and support a student-led design process?

The Details:

Background

This program was developed through a community process at the Square Feet Seattle 2017 event. That process, known as the Large Foam Check Challenge, guides community members through a series of collaborative and competitive exercises to develop an idea that the Office of Arts & Culture can fund and operationalize. In its first iteration, the program created a Tiny Cultural Space for Estelita's Library, which opens in the Fall of 2021.

Environmental Justice focused

Sawhorse Revolution and the City of Seattle center environmental justice in their work, and are engaged in an ongoing exploration of how to design and build greener and more environmentally and in more socially just locations. Embedded in this project will be a focus on topics from Green Jobs to Solar Power to green design and stormwater practices to native plants to teaching and understanding how Environmental Harm is racial harm.

About working with student design process

Sawhorse Revolution has been running ambitious youth projects since 2010. The design/build process involves a client interview with you, the organization, and multiple visits to the building site. At the end of the design process, students present their design concept to the client, gathering feedback for a final adjustment of the design. This process, while client-centric, also exists for the youth's benefit as a learning opportunity. The selected cultural partner will need to demonstrate a commitment to the student led design process. More information about this process will be shared at the info sessions.

Ideally, the organization proposing the project will host a design workshop with their community stakeholders, to be facilitated by Sawhorse Revolution and their design consultants.

Construction and Design Considerations:

Because the tiny cultural space will be built by students under the tutelage of professional carpenters, please keep in mind that your initial proposal may need to be refined during the design process to ensure the project is buildable by the student group and mentors.

Research Opportunity

Kaleb Germinaro is a PhD student at UW in the Learning Sciences and Human Development program. He will be joining this project as a researcher for his dissertation. He is also currently on the board of Estelita's Library, the first participant in the Tiny Cultural Space program and brings a unique perspective on the program.

Defining Public Benefit

Several times in these guidelines we have referenced "Public Benefit." Technically, the City of Seattle can only support individuals and organizations to the extent that they provide benefits to the general public. Typically, in the arts this benefit takes the shape of

things like reduced ticket prices for certain populations (students, or the elderly, or low-income people). It can also take the form of subsidized or reduced tuition for educational opportunities. It can be free or reduced-cost access to your space. Take a few moments to think about how you would share the benefit of this Tiny Cultural Space opportunity with the public. Free showings or activities? Free use of the structure? Free programming?

Permanence

The organization approved through this process will own the structure that is the Tiny Cultural Space outright, and while we ask that you maintain and program the space for at least 5 years, you may creatively reimagine the programming there at any time.

The organization chosen for this opportunity will enter into a free five-year lease with the City's Office of Arts & Culture on the underlying property (which is owned by the City). Following a successful period of stewardship of the property and programming of the cultural space, the City may, at its discretion, initiate a transfer of the ownership of the property directly to the community organization. Ideally, when this project is completed, you, the successful applicant, might own the property as well as the Tiny Cultural Space that sits on it.

Examples of Tiny Spaces

What follows are several examples of tiny spaces that have been designed and build through the **Sawhorse Revolution** process.



Salish House, completed June 2018



Africatown Center Garden Shed, completed June 2019



Dream Archive, completed August 2014

Here are some examples of tiny spaces from around the world (not created by Sawhorse Revolution, included just for context and to get your creative juices flowing!).



El Arca, Oaxaca, Mexico 2013 by RAW (Real Architecture Workshop) Design Build



Storypod, Newparket, Canada



Bungalow de Biodiversidad, Oaxaca, Mexico 2014 - by RAW Design Build

Funding Policies

Respect for diverse cultures

ARTS respects and seeks to achieve cultural and aesthetic diversity in its programs and administration through:

- Ensuring culturally diverse representation in decision-making through attention to racial diversity in panel selection, hiring of staff and Commission appointments.
- Developing policies, documents and procedures that remove barriers to participation.
- Encouraging arts organizations to broaden representation in all aspects of serving their mission.
- Identifying ongoing needs and opportunities within the arts for involving diverse cultures and underserved audiences and artists.

Commitment to Racial Equity

The Seattle Office of Arts & Culture commits to an anti-racist work practice that centers the creativity and leadership of people of color - those most impacted by structural racism - to move toward systems that benefit us all. We also acknowledge that we are on Indigenous land, the traditional territories of the Coast Salish people.

We envision a city of people whose success, safety and health are not pre-determined by their race. A city where all artists, performers, writers and creative workers have the freedom, agency and platform to share and amplify their stories, art, cultures and experiences. At the same time, we acknowledge that our actions - both conscious and unconscious, past and present - have benefited some communities while limiting opportunities and outcomes for communities of color. We work toward our vision by addressing and working to eliminate institutional racism in our programs, policies and practices.

In alignment with the City's Race and Social Justice Initiative, we seek new solutions that use arts as a strategy to drive not only our office, but the City as a whole toward racial equity and social justice. We will continue to break barriers and build arts-integrated tools that challenge the status quo, and push us toward the inclusive society we envision. If you have any questions about our commitment, or would like to know more about the work we are doing, please call us at 206.684.7171 or email at Arts.Culture@Seattle.gov.

Application materials are public information

Application materials submitted to the Office of Arts & Culture become public information. Members of the public may request a copy of them with a formal request. Materials are subject to public disclosure due to the Washington State Public Disclosure Act (PDA:RCW 42.17). To request a copy of the act, contact the State of Washington Code Revisers' Office in Olympia at (360) 786-6777.

Discrimination is not allowed on City-funded projects

Applicants receiving funds from the Office of Arts & Culture must comply with Seattle Municipal Code Chapter 20.44, pertaining to prevention of discrimination in City contracts, and Chapter 5.44, pertaining to license requirements. The complete text of these City codes is available at the City Clerk's office and the Seattle Public Library.

Additionally, Sawhorse Revolution is committed to the policy that all persons shall have access to its programs, facilities and employment without regard to gender, gender expression, gender identity, sexual orientation, disability or handicap, national origin, race, religion, or veteran status.

Sawhorse Revolution programs include youth programs; except where required for participation in Sawhorse Revolution youth programs, all persons shall have access to its programs, facilities and employment without regard to age.

Sawhorse Revolution at all times in the administration of its programs and practices shall comply with the Washington Law against Discrimination, Title IX (codified at 20 USC §§1681-1688, the Patsy Mink Equal Opportunity in Education Act), Titles VI and VII of the Civil Rights Act, the Americans with Disabilities Act, Sections 502 and 5094 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, The Vietnam Era Veterans Readjustment and Rights Act, each and all as they may be amended from time to time.

Americans with Disabilities Act applies to City-funded projects

The Americans with Disabilities Act (ADA) is a federal law ensuring access to services and facilities for the differently-abled. The Office of Arts & Culture respects the needs of people with differing abilities and seeks to make available to applicants, participants and all interested persons information regarding the provisions of the Americans with Disabilities Act and its applicability to the activities of our agency. For information about public meetings, accessibility and auxiliary aids, please contact the Office of Arts & Culture at (206) 684-7171 (voice), or (800) 833-6388 (TDD Relay). This agency complies with all federal, state and local laws that prohibit discrimination in employment and services.

Supports freedom of expression

The City believes a community that fosters freedom of speech and thought will advance as a society. Artists play an important role in reflecting and challenging social concerns of the day. The strength of the United States as a nation rests in its tolerance of divergent opinions and ideas. Government support of the arts must similarly tolerate a spectrum of ideas and encourage freedom of thought.