



2017 Fact sheet

On My Own Time 2017 Fact Sheet

Background Information

1. Definition of the program

On My Own Time is a community arts program that links the business and cultural sectors of Southern Tier New York to promote an appreciation of visual arts and **recognizes creativity in the work force.**

2. History of the program

The program was created in 1974 by CNY Arts (then the Cultural Resources Council), Central New York's regional arts council, in cooperation with the Everson Museum of Art. Flex Create arts studio is excited to bring it to Greater Binghamton for the first time in 2017!

3. Purpose of program

To create a bridge between the business and arts communities in a collaborative setting that encourages, recognizes, and celebrates creativity in the local workforce. This effort promotes an appreciation of the important role played by the arts in the economy and quality of life in our community.

Eligibility

Companies / Organizations / Businesses

Any business or organization, employing any number of employees that has a presence in the Greater Binghamton New York area and is committed to encouraging employee talents is eligible to participate.

Employee Artists

Any full or part-time employee of those companies participating in the program (exception: school art teachers working in their primary discipline). Retirees and interns are eligible at the discretion of each company. Employee family members/relatives are not eligible.

Criteria for Submission of Artists' Work

1. **Art work submitted must be original creations** – Copies of any published artwork or craft kits will not be accepted.

2. **Each employee entrant may submit up to three (3) pieces designated for adjudication** – These pieces may be all in one category or in various categories. Program coordinators are free to accept more pieces per artist for company's on-site



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exhibition only. Coordinators should clearly mark those pieces intended for adjudication.

3. All work submitted must have been completed **within three years of entry**.
4. Submitted artwork must consist of **display ready, finished pieces**, and include hardware for mounting or display. Please ask artists to submit display instructions/materials for unusual pieces.

Categories (suggestions for categorizing artwork)

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|---|---------------|-----------------------------|
| 1. Painting (oil, acrylic, watercolor) | 2. Ceramics | 3. Printmaking |
| 4. Drawing (pen, pencil, ink, charcoal) | 5. Sculpture | 6. Photography (color, B&W) |
| 7. Collage / Assemblage | 8. Fiber Art | 9. Glasswork |
| 10. Computer Art | 11. Metalwork | 12. Mixed Media |
| 13. Woodwork | 14. Jewelry | |

PROCESS

Each company participating in On My Own Time appoints an **On My Own Time Company Coordinator(s)** from its staff who will work with Flex Create/On My Own Time coordinator to produce the annual event. The Company Coordinator is the On My Own Time “point person” at each company, and will field questions and relay program information to their artists as well as arrange their in-house exhibit. The overall On My Own Time program begins with a kickoff luncheon in July, followed by adjudicated individual company exhibits in August and September. The On My Own Time Artists' Reception and a finale exhibit in the fall.

Company Program Coordinator Responsibilities

1. Promote On My Own Time at the company level to attract employee entrants. We suggest using posters, flyers, e-mail, intranet postings, social media, etc., to let staff members know about the opportunity to submit their art work to On My Own Time.
2. Prepare a preliminary registration list of employee entrants and their artwork. Provide the On My Own Time coordinator with the planned date(s) of your on-site exhibit, which should take place during August or September.



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3. Mount an exhibit of employee artwork at your business site, for a time period of at least one week day, available for viewing by your employees and On My Own Time adjudicators. If you prefer, you may request a specific day/time for adjudication, and On My Own Time will do our best to accommodate your request.

Prepare a numbered list of entered art pieces with each artist's name and art work title in full, the year the art piece was created, and the dimensions of the art piece, if possible. (You will be provided with a template form.) Numbers on this list should correspond with numbered identification cards posted next to each piece of art at your in-house exhibit. Please provide 5 copies of this list to the On My Own Time coordinator at the time of adjudication.

4. Provide the On My Own Time coordinator with information needed to visit your exhibit on the scheduled day of adjudication, such as directions and parking information. You or a designated staff member should be available at the adjudication to greet adjudicators and answer any questions about the exhibit.

5. Transport two specified art pieces to and from photographer per arrangements by On My Own Time coordinator. These two pieces will be selected by the On My Own Time adjudicators from among the total pieces chosen for the Everson Museum of Art public exhibition, and the photos will appear in the 2017 OMOT catalog. *(The adjudicators will let you know which pieces were chosen to be photographed on the day of adjudication. One piece will be photographed in color, and one in black and white, to meet the catalog print requirements.)*

6. Supply information necessary for the On My Own Time 2017 catalog production and the Artists' Reception that will take place at the Everson Museum of Art in the fall:

1. Information to appear on your company's page in the catalog, plus a print-ready display ad, if included in your sponsorship level. You will be sent a first draft of your catalog page.

2. Proof/approval of the second draft of your catalog page. (Please note that no changes can be made to the page after approval.)

3. A mailing list of individuals to receive invitations to the Artists' Reception*. A mailing list template will be provided. Or, you may choose to receive a supply of invitations to distribute yourself. **The basic participation/ sponsorship fee includes 2 reception tickets for each artist whose work was selected for finale exhibition, plus a minimum of 6 additional tickets to be distributed at your discretion (# depends on sponsorship level). Additional reception tickets may be purchased for \$10 each.*

7. Transport art pieces selected for the public exhibit to Flex Create during the specified hours on move-in day, or arrange for transportation by the selected artists. Art



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work must be properly labeled and ready for display, and be accompanied by a list including your company name, artists' names, art work titles, and the company coordinator's name and phone number.

8. Distribute reception tickets and information to your company's selected artists. Represent your company at the Artists' Reception, or designate a company representative.

9. Pick up art work from Flex Create during the specified hours on pick-up day.

10. Facilitate OMOT 2017 participation/sponsorship fee payment to Flex Create.

Selection Panel

A panel of volunteer adjudicators who are local arts professionals, accompanied by a Flex Create staff member, will visit each company's in-house art exhibit on one weekday during its run to select outstanding works of art for the finale exhibit held in the fall.

Note: The selection panel reserves the right to stipulate proper art work finishing as a condition for public exhibit. The number of pieces chosen will vary depending on the size of each in-house company exhibit and the overall number of participating companies. No more than one piece per artist will be accepted for the finale exhibit. Flex Create art studio reserves the right to final selection for public exhibit.

Program Promotion

At the company level, coordinators are asked to publicize On My Own Time via company newsletters, flyers, posters, e-mail, social media, etc. A personalized On My Own Time flyer (PDF) can be requested if you prefer.

Please include recognition of Flex Create on all printed materials promoting **On My Own Time**. The Flex Create and On My Own Time logos are available at your request. Flex Create will submit promotional materials to print and broadcast media and promote the event and publicize participating company names on the Flex Create website, newsletter/blog, **bingpop** calendar site, and social media channels, and via other outlets. Participating companies may also wish to submit materials to print/broadcast media and promote via social media. Please provide Flex Create with a copy of any On My Own Time related press materials you may send out.

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