

# Procedures for the 2016 Fourth Congressional District Art Competition

## General Guidelines

- The competition is open to high school students only who reside in New Jersey's Fourth Congressional District. For your information, enclosed is a list of the towns in the District.
  - The winning entry will hang in the Cannon Tunnel of the U.S. Capitol. Therefore, the following restrictions are enforced: all artwork must be framed according to the appropriate framing guidelines, listed below. **Artwork must conform to the restrictions:**
    - Artwork must be two-dimensional
    - Each piece can be **no larger than 28" x 28" x 4"** (28 inches high, 28 inches wide, and 4 inches deep) **including the frame. Artwork cannot weigh more than 15 lbs.**
    - Each entry must be original in concept, design, and execution and may not violate any U.S. copyright laws. Any entry which has been reproduced from an existing photo (not the student's own), painting, graphic, advertisement, or any other work produced by another person is a violation of the competition rules and **will not** be accepted.
    - All **framing guidelines, which are detailed below, must be followed** in order for the Architect of the Capitol to accept the piece for exhibition.
  - Artwork will hang in the Capitol for the **entire year** of the exhibition and **cannot** be returned to students earlier. Students, therefore, should submit artwork they will not need for other purposes.
  - Artwork categories are as follows:
    - Paintings: oil, acrylics, watercolor, etc.
    - Drawings: colored pencil, pencil, ink, marker, pastels, charcoal (it is recommended that charcoal and pastel drawings be fixed.)
    - Collage: must be two dimensional
    - Prints: lithographs, silk screen, block prints
    - Mixed Media: use of more than two mediums such as pencil, ink, watercolor etc.
    - Computer-generated art
    - Photography
  - **A TYPED copy** of the Student Release form, signed by both the teacher and the student, must be attached to the artwork to certify the originality of the piece. The Congressional Art Institute has made a PDF version available at: [http://www.house.gov/content/educate/art\\_competition/pdf/student-informantion-release-form.pdf](http://www.house.gov/content/educate/art_competition/pdf/student-informantion-release-form.pdf)
- If you are unable to access this website, please contact Jill Morales in the Congressman's Freehold Constituent Center at [Jill.Morales@mail.house.gov](mailto:Jill.Morales@mail.house.gov) or by phone at (732) 780-3035 to request a pdf file.
- **A TYPED label** (approximately 1" by 3") with the **title of the artwork** as well as the **medium or media used** must be submitted. This will be attached to an index card and displayed next to the art work while on display for the judges and viewing purposes.
  - We will accept one piece of artwork per student; however, there is no limit to the number of entries from each school. Remember that the student **must** reside in the Fourth Congressional District.
  - **Each school must provide a typed list of all artwork submitted.** This list needs to include each student's name, grade in school, title of the piece, and medium/media. This list will be used to prepare the certificates to be presented at the awards ceremony. A sample format has been enclosed.
  - The final decision regarding the suitability of all artwork for the 2016 Congressional Art Competition exhibition in the Capitol will be made by a panel of qualified persons chaired by the Architect of the Capitol. Artwork must adhere to the policy of the House Office Building Commission. In accordance with this policy, exhibits depicting

subjects of contemporary political controversy or a sensationalistic or gruesome nature are not allowed. It is necessary that all artwork be reviewed by the panel chaired by the Architect of the Capitol and any portion not in consonance with the Commission's policy will be omitted from the exhibit.

### **Framing Guidelines**

- **All artwork must be framed and ready to be hung.** All wires needed for hanging must be already attached. Frames should be kept as simple and sturdy as possible. Metal frames are recommended. No "snap on" frames with glass are to be used. Each entrant is responsible for framing his or her own entry.
- Use sturdy picture hangers on the back of the frame. Two sturdy eye hooks should be securely attached at the right and the left sides of the back of the work for hanging in order to prevent the work from leaning forward or hanging unevenly. **Framing wire MUST be securely attached to the eye hooks.**
- All artwork must be protected by Plexiglas or glass. Plexiglas is preferred. Exception is granted for paintings in oil or acrylic on canvas.
- All works, **including frame**, should be **no larger** than 28 inches high, 28 inches wide, and 4 inches deep, and 15 lbs in weight. *This includes the outside dimensions of the frame.*
- Matting can enhance or detract from a work of art and should be carefully prepared.
- Do not attach labels, ribbon, etc. to the front of the piece or underneath the glass or Plexiglas.
- If the artwork is abstract in design, **please indicate on the back side which side is "up" with arrows.**

### **Timeline**

- The artwork entries should be brought to the Robert Wood Johnson University Hospital Hamilton's Lakefront Tower gallery, One Hamilton Health Place in Hamilton Township, NJ, on **Monday, April 4th**. Congressman's staff will be at the Gallery from **11:30 a.m. until 5:30 p.m.** to receive the entries.

Enter through RWJ- Hamilton's main entrance with the flag pole on the first floor, or through the ground floor Outpatient Services entrance in Building D. Take the elevator to the first floor and make a right to follow the hallway to the main entrance. You will then be directed to the Lakefront Tower on the first floor.

- The judges will select the five winners no later than Tuesday evening. They will be Best of Show, 1<sup>st</sup> place, 2<sup>nd</sup> place, 3<sup>rd</sup> place and Honorable Mention. We will notify the teachers of the winning entries so arrangements can be made for winners and their teachers to attend the awards event.
- The awards event will be held on **Wednesday, April 6th, from 5:00 p.m. until 6:30 p.m.**
- At the conclusion of the Awards Ceremony, all artwork **must be signed out and taken home**, either by the students who are present or by the art teacher representing the school. No artwork will be brought back to the congressional office or left at Robert Wood Johnson University Hospital Hamilton. **No art is to be taken prior to the ceremony.**

**Please contact Jill Morales if you have any questions. She may be reached by e-mail at [Jill.Morales@mail.house.gov](mailto:Jill.Morales@mail.house.gov) or by telephone at (732) 780-3035.**