



CITY OF MANTECA

UTILITY BOX ART PROGRAM

RECREATION & COMMUNITY SERVICES

City of Manteca

Utility Box Art Program Guidelines, Policies, and Application

1. Program Overview

The City of Manteca Utility Box Art Program turns ordinary utility boxes into colorful works of art created by local artists. The goal of the program is to beautify the City, support public art, and highlight local talent. This Public Art initiative celebrates Manteca's history, reflects its diverse culture, preserves the community's identity, and helps make the City a more vibrant.

The City of Manteca will install artwork on utility boxes throughout the City in multiple phases. Phase I and II locations will be determined by the City.

Selected artists will receive a stipend for their participation and for their original artwork. Artwork should reflect at least one Public Art Initiative theme, such as history, culture, legacy, or architecture.

Applicants are required to follow the Utility Box Art Program Guidelines and complete all application requirements.

2. Artist Eligibility

- a. Eligibility is open to professional and emerging artists. Professional artists who are new to the field of public art are especially encouraged to apply.
- b. Artists must be at least 16 years of age. Youth will need to have parent/ guardian permission to participate.
- c. Artists must demonstrate a commitment to their craft, and a portfolio of previous work is required.
- d. Entries must include original design and artwork, and suitable for viewing by all ages.
- e. Each artist will be asked to provide a short biography written in third person for marketing purposes, including the City of Manteca webpage.
- f. Artists may submit up to three (3) design applications.

3. Selection Process

- a. Artists interested in participating must submit a comprehensive application, including proposed artwork, portfolio, and any other required documentation.
- b. A selection committee, appointed by the City of Manteca, will evaluate applications based on artistic quality, concept, feasibility, and adherence to program guidelines.



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- c. Selected artists will be notified by email, provided a timeline, and issued an agreement.

4. Artistic Concepts

- a. Artists are encouraged to let their creativity shine and submit original, engaging designs.
- b. Themes may include innovation, creativity, family, community, local landscapes, history, culture, legacy, architecture, and diversity.
- c. Artwork must be suitable for public display and appropriate for all ages.
- d. Artwork should be visible from a distance.
- e. Subject matter should reflect or connect to the character of the surrounding location.
- f. Artists may be asked to collaborate with the City on minor concept adjustments.
- g. If artwork is not selected for this round, it may be considered for future phases.
- h. Unlicensed or copyrighted images, artwork, or logos may not be used.

5. Location Selection

- a. Specific utility box locations will be determined by the City of Manteca.

6. Artwork Creation and Installation

- a. Selected artists will be responsible for creating their artwork. A digital rendering may be requested.
- b. The City of Manteca is responsible for obtaining any necessary approvals and ensuring compliance with safety regulations during installation.
- c. The City of Manteca will coordinate the application of artwork on utility boxes.
- d. The City reserves the right to remove, replace or adjust the artwork as necessary for the duration of the project and/or the artwork.
- e. Artist will be responsible for all artwork, files, and necessary materials for printing and installation on the utility boxes.

7. Stipend and Budget

- a. Artists will receive a \$300 stipend per artwork, for up to three (3) artworks if selected. The final amount will be determined by the City and shared with artists upon selection.
- b. Artists are responsible for providing all materials to complete their artwork. The City will provide material specifications.
- c. Once selected and the agreement is signed, artists will receive 50% of the payment up front and the remaining 50% after the artwork is completed.
- d. Selected artists will be required to submit additional documents, including a W-9.
- e. Payments will follow the City's regular payment schedule and will be issued net 30.



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8. Community Engagement

- a. Artists may be requested to participate in public relations activities, including interviews, photo shoots, and dedication ceremonies.
- b. Artwork may be used in social media posts, video, or press releases for program promotion and marketing purposes.

9. Maintenance and Restoration

- a. Artist will maintain their artwork for two years and may be consulted for necessary repairs or restoration of work, as needed.

10. Copyright and Ownership

- a. Artists will retain copyright to their artwork, but the City of Manteca will have the right to reproduce and display the artwork for public purposes and may be subject to agreement.

11. Compliance with City Regulations

- a. Artists must adhere to all relevant City of Manteca ordinances, codes, and regulations during the creation and installation of their artwork.

12. Timelines

- a. Detailed project timelines, including application deadlines, artwork creation, and installation schedules, will be communicated to participating artists.

13. Amendments and Termination

- a. The City of Manteca reserves the right to amend or terminate the program at any time, with a 10-day notice to participating artists.
- b. The City of Manteca reserves the right to replace, adjust, or remove any art as necessary from any utility box within the City with noticeable time to the artist.
- c. Any disputes between the City of Manteca and participating artists will be resolved through mutual negotiation and understanding.

14. Application Submission

- a. Complete the attached application or download it at www.manteca.gov. Hardcopy applications are also available for pick up at the Manteca Senior Center located at: 295 Cherry Ln. Manteca, CA 95337.



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- b. Applications may be submitted to the Recreation and Community Services Department in one of the following ways:
 - i. **Drop-Off** to the Recreation & Community Services Department, located at:
295 Cherry Ln. Manteca, CA 95337
 - ii. **Email** the completed application to: recreation@manteca.gov
 - iii. **Mail** the completed application (labeled with "ATTENTION: UTILITY BOX ARTWORK") to: Recreation & Community Services Department;
295 Cherry Ln. Manteca, CA 95337
- c. Artwork samples should be submitted in jpeg, png, or pdf format.

15. Contact Information

- a. For inquiries, submissions, and additional information, please contact the City of Manteca Recreation and Community Services Department at (209) 456-8600; or by email at recreation@manteca.gov.



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Phase I Application Period

Application period opens: Monday, February 9th, 2026

Application deadline: Thursday, April 9th, 2026

Selections made: May 2026

The City of Manteca's Utility Box Art Program provides an opportunity for artists to create vibrant, public artwork that celebrates Manteca's history, culture, legacy, architecture, and diversity, while beautifying the City and energizing community spaces.

The City of Manteca will install artwork on utility boxes throughout the City in multiple phases. Phase I and II locations will be determined by the City.

Selected artists will receive a stipend for their participation and for their original artwork. Artwork should reflect at least one Public Art Initiative theme, such as history, culture, legacy, or architecture.

Eligibility & Guidelines

- Applicants must follow the Utility Box Program Guidelines and submit a complete application to recreation@manteca.gov, or by mail/drop-off.
- All entries must be original artwork.
- Submissions will be evaluated using the selection criteria outlined in the Utility Box Program Guidelines. Submission of an application does not guarantee selection.

Submittal Requirements

Applicants should provide the following:

1. Completed and signed Utility Box Application Form.
2. Proposed artwork incorporating one or more Manteca Utility Box elements. This can be submitted in hardcopy or digitally.
3. Description of the proposed artwork.
4. Portfolio of previous work, including a short biography and at least four (4) artwork examples.

City staff may request additional information if needed before processing the application further.



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ARTIST INFORMATION

Applicant Name (First, Last): _____

Company Name (if applicable): _____

E-mail: _____ Phone Number: (____) _____

Address (Street, City, State, Zip): _____

Website URL (optional): _____

Social Media Handle (optional): _____

Are you (the Artist) a resident of the City of Manteca? Yes _____ No _____

(Artist does not have to be a City of Manteca resident to participate in program).

PROPOSED ARTWORK INFORMATION/ SPECIFICATIONS

Artwork Title: _____

Artwork Description: _____

Include a rendering of the artwork in digital or hardcopy format.



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AGREEMENT AND AUTHORIZATION

Applicant and legal owner of the property hereby agree to defend, indemnify and hold harmless the City of Manteca (“City”) and its agents, officers, attorneys and employees from any claim, action, or proceeding (collectively referred to as “proceeding”) brought against the City related to the proposed artwork and the application for the approval thereof. This indemnification shall include, but not limited to, damages, fees and/or costs awarded against the City, if any, and cost of suit, attorney’s fees and other costs, liabilities and expenses incurred in connection with such proceeding whether incurred by applicant, the City, and/or the parties initiating or bringing such proceeding.

- I have read and understand the requirements.**
- I certify all submittal artwork is original and I authorize the City of Manteca to utilize selected artwork for program purposes, including utility box wrapping, and marketing of program.**

Applicant Name (Print) _____

Applicant Signature: _____ **Date:** _____

Application Checklist	
<input type="checkbox"/> Completed and Signed Utility Box Application <input type="checkbox"/> Proposed artwork incorporating Manteca Utility Box element(s), see Section IV on Utility Box Program Guidelines <input type="checkbox"/> Proposed Artwork Description	<input type="checkbox"/> Portfolio of Artist’s previous work including a biography and four (4) examples. <input type="checkbox"/> Supporting Materials (e.g., videos, links, presentations, etc.) if applicable
Follow-Up Items	
Selected applicants will be required to submit the following documents upon selection.	
<input type="checkbox"/> Original Artwork	<input type="checkbox"/> Modified Artwork (if applicable)
<input type="checkbox"/> W-9	<input type="checkbox"/> Business License (if applicable)
<input type="checkbox"/> Other	

END OF APPLICATION