

Prequalified Public Art List Application Pointers



**ARTS &
CULTURE**

Do's:

1. Visit the [Department of Arts & Cultures Prequalified Public Art List page for important information!](#)
2. Apply on [GO Smart](#).
3. Use the [Department of Arts & Cultures Prequalified Public Art List—Resources page](#).
4. Apply if you have never been on the list or have been told your past application expired.
5. [Fill out the San Antonio Artist Registry](#), only if you are a San Antonio area-based artist.
6. **Continuously** update your San Antonio Artist Registry, website, and social media.
7. Contact Public Art Division staff about technical problems with the online application.
8. Apply for either the San Antonio Area or Non-San Antonio Area Application. Questions on residence can be found on the [Department of Arts & Culture's Prequalified Public Art List-Residency page](#).
9. Ask a trusted friend or colleague to review your application prior to submission.
10. Consider all the categories for which you might be eligible. **You can apply for both Artist and Support Services in the same application!**
11. Use the **"Save"** button regularly throughout your application so you don't risk losing your progress.
12. **Click the actual "submit" before the application closes.**
13. Check your email to make sure you received a confirmation message once you have submitted your application.

Don'ts:

1. Apply if you are a **performing artist that does not also create visual art.**
2. **Re-apply if you were not asked to**—applications last for 3 years!
3. Re-apply if your portfolio or resume have changed—**update your San Antonio Artist Registry, website, and social media instead.**
4. Procrastinate! Remember, **the San Antonio Artist Registry takes 3 days to be uploaded.**
5. Leave the San Antonio Artist Registry link blank if you are a **San Antonio Artist.**
6. Contact Public Art staff to review your application / portfolio prior to the application deadline.
7. Assume that creating a profile on GO Smart is the same as submitting your application.
8. **Contact City of [San Antonio City Council Members](#), City of San Antonio employees, evaluation panelists, [San Antonio Arts Commissioners](#), and [Public Art Committee](#) members about your application. If you have questions, please email PublicArt@sanantonio.gov**