



2024 Rules and Guidelines

Eligibility

- High school students who live or attend school in Wisconsin's 8th Congressional District
- If a school houses 7th through 12th grades on one campus, 7th and 8th grade students may participate if the school is located in the 8th Congressional District.
- To determine eligibility, visit <https://www.house.gov/representatives/find-your-representative>

Deadline: Monday, April 1, 2024, no later than 4 p.m.

Deliver the following to Congressman Gallagher's District Office, 1702 Scheuring Road, DePere:

- **TYPED** Student Information & Release form **signed** by the student, teacher and parent or guardian. Online forms are "fillable"; please type the information, print the form and sign where indicated. Handwritten forms will **not** be accepted this year.
- Original art that meets specifications listed below.
- If a situation occurs that interferes with your ability to deliver the art to the De Pere by the deadline, please call 920-301-4500 to make other arrangements.

Original Art Only

- Designed and created by the student submitting the entry
- Collaboration is not permitted on any entry.
- Original in concept, design and execution
- Original medium (not a scanned reproduction of a painting or drawing)
- An entry copied from an existing photo or image (including a painting, graphic, or advertisement) created by someone other than the student is a violation of the competition rules and considered ineligible.
- Complies with all U.S. copyright laws. For information on copyright laws, visit the Scholastic website: <http://www.artandwriting.org/wp-content/uploads/2012/08/A-Guideto-Copyright-and-Plagiarism.pdf>.

Art Specifications

- Two-dimensional
- No larger than 26 inches high, 26 inches wide, and 4 inches deep **when framed**
- No framed piece may weigh more than 15 pounds.

Medium: Accepted mediums for two-dimensional artwork:

- Paintings: oil, acrylics, watercolor, etc.
- Drawings: colored pencil, pencil, ink, marker, pastels, charcoal (It is recommended that charcoal and pastel drawings be fixed.)
- Collages: two dimensional only
- Prints: lithographs, silkscreen, block prints
- Mixed Media: use of more than two mediums such as pencil, ink, watercolor, etc.
- Computer-generated art
- Photographs

Student Information and Release Form – MUST BE TYPEDPage 1: Student Information

- Typed with no field left blank
- Include contact information for 2024-2025 years (to ensure return of artwork)
- The brief description should be specific to the art to help identify the art should the information form be separated from the artwork. For example, “self-portrait” or “a picture of two people” would be unacceptable, since other art could fit those descriptions. The following is an example of a useful description: “A painting of two people; the person on the left wears a green sweater and khaki pants; the person on the right wears a black shirt and a striped skirt. A dog sits at their feet.” The description is not an “artist’s statement.”

Page 2: Legal Release

- **Sign** the legal release and a certification that the artwork is original in design and execution. The student, an art teacher, **and** a parent or guardian must sign where appropriate. If the student is 18, a parent or guardian signature is not required, but please note the student’s age in the signature field.
- An entry with no signed originality certification or release is considered ineligible.
- Securely attach the form to the back of the artwork to certify the originality of the piece.
- Students may wish to retain a copy of the form for their records.
- For concerns completing the online fillable form, call 920-301-4500 to request a digital or hard copy of the form.

Suitability Guidelines:

- Art must adhere to the policy of the House Office Building Commission (the Commission).
- Not Allowed: exhibits depicting a subject of contemporary political controversy or exhibits that are sensationalistic or gruesome
- Each Member of Congress is required to submit a Letter of Support confirming the Member has determined that the winning artwork adheres to the Commission’s policy.
- However, if another Member of Congress requests review of any artwork for compliance with the Commission’s policy, the final decision regarding the artwork’s suitability for display will be made by the Commission.
- While it is not the intent to censor any artwork, the Art Institute wishes to avoid artwork that is potentially inappropriate for display in the highly travelled area leading to the Capitol.

Framing Guidelines (1st, 2nd, 3rd Place)

- NEW THIS YEAR: Framing is not required. However, the three winning entries must be framed. ALL art must comply with dimension requirements when framed, no exceptions! Art larger than 26x26x4 will be considered ineligible.
- Dimensions: No larger than 26 inches high, 26 inches wide, and 4 inches deep, measured to the outside of the frame. Framed (and unframed) art larger than the specified dimensions will not be accepted or displayed.
- The weight of the entry may not exceed 15 pounds when framed.
- Frames must be sturdy and made of wood or metal. Plastic “snap on” or metal frames that can easily come apart are NOT to be used.
- All artwork, except paintings in oil or acrylic on canvas, must be protected by Plexiglas or glass. Plexiglas is preferred to ensure that the work is not damaged if the glass breaks.
- Matting can enhance or detract from a work of art and should be carefully selected.
- The artwork will be hung from vertical wires. Two sturdy screw-in eye hooks must be attached at the top left and right sides of the back of the frame for hanging to prevent the work from leaning forward or hanging unevenly.
- Indicate which side is up by marking arrows pointing toward the top on the back of the art.

**Display and Winning Selections**

- Judged by an independent panel
- In 2024 art will be displayed at the Neville Public Museum in Green Bay and showcased virtually via the Museum’s website.
- First-place art will be displayed in the Cannon Tunnel on Capitol Hill in Washington, D.C., for the duration of the exhibition (approximately 11 months).
- Second-place art will be displayed in Congressman Gallagher’s Washington, D.C., office.
- Third-place art will be displayed in the Congressman’s District Office in De Pere.
- Note: Students should only submit artwork they will not need for other purposes.
- A viewing reception for students, parents/guardians and art teachers will be held at the Neville Public Museum, Green Bay. Invitations to all participants, their families and teachers will be emailed in April 2024.

Questions?

Call Congressman Gallagher’s District Office: 920-301-4500