Call for Images

Frequently Asked Questions

I don't live in New York City. Can I apply?
Calls for Images are open to all artists but, if selected, must be available to work in New York during the required design and construction period.

Should I submit a project proposal for the station(s) listed on the Call for Images?
Artists should not submit a proposal at this stage in the process. Please upload up to 20 images of existing artwork for panelists to review.

My work is not about transportation/subways, is that okay? What kind of work does the selection panel want to see?
Please submit images that are representative of your art practice as a whole. The selection panel is looking at your images with the following criteria in mind: artistic merit as evidenced in previous work; exhibition history, awards, honors, and publications; and demonstrated proficiency and technical knowledge in the medium(s) in which you regularly work.

The Call lists a specific material that will be used, but I work in a different medium than the material specified (glass, metal, etc.). Is it okay for me to apply?
Artists do not need to have any prior experience working with the materials identified in the Call for Images. In our program, artists selected for station projects work with a professional art fabricator or craftspeople who will interpret the work in the specified medium.

I have an idea for the station in a different material or location.
Project locations and materials are determined in advance of artist selection, with consideration to issues of conservation and viability.

I don't know how to create a budget/oversee a project, will I have any help?
Projects are managed by a member of MTA Arts & Design staff. Artists will have support throughout the process.

When will you select finalists?
The selection process takes several weeks, so please be patient. All applicants will receive confirmation when the application is submitted, and will be notified by email after the panel meeting has been convened and finalists have been selected. Finalists will be notified directly at the phone number/email provided in the application.

If I am not selected as a finalist, can you give me feedback on my submission?
Due to the volume of submissions MTA Arts & Design receives, individual feedback on applications is not possible.

I have applied in the past by sending a CD. Are my materials on file and can you use those to consider me for this call?
All artists interested in being considered for projects must apply through the online program at mtaarts.submittable.com.

Can I mail you my materials or bring them to your office in person? Can I email you images/my website link instead of the application?
No. Applications must be submitted through the online system in order to be considered.

What browser should I use to submit my application? Can I use my tablet/smart phone?
Submittable is compatible with mobile devices. It works on recent versions of most browsers, although Internet Explorer is not recommended.

What specifications do you recommend for the work sample images?
The recommended format is .jpg file, up to 6 x 8 inches (1800 x 2400 pixels), and a resolution of 150 or 300 dpi. Landscape or portrait orientation (horizontal or vertical) are both acceptable. Images will be viewed digitally on an HD screen.

My images are appearing out of order from the way I uploaded them. How can I get them to display in the sequence I want?
Presently, image files display in alphanumeric order according to the file name of each image once they are uploaded. Keep in mind that any files that start with the same number will be grouped together even if one file is "1" and the other is "10." In order to determine the order in which your images appear, we recommend that you title your files as "01FileName", "02FileName", "03FileName", and so on.

Can I get an extension on the deadline?
If you have not clicked submit before the posted deadline, you will not be considered for the call. Please keep in mind that MTA Arts & Design will have other calls in the future that you will be able to apply for. Stay posted on other opportunities by following us on Facebook, Instagram, Twitter, or Tumblr, our website www.mta.info/art, and the landing page on mtaarts.submittable.com.

Did you receive my submission? Will I get confirmation when I submit my application?
Upon submitting you will see a confirmation message in your browser. You will also receive an email notification to the address used to register on Submittable. Check your spam filters if you do not see it in your inbox.

I forgot to include something or want to change something about my submission. Can I make changes to my application?
Prior to the deadline, you may request to edit your application by viewing the "submissions" tab on your Submittable account profile and clicking *Edit*.

Can I apply to more than one call if multiple Call for Images are listed? Can you use my previous submission?
Artists are able to apply for any and all posted Call for Images, but will need to apply separately to each. Your contact information is stored in your account, and you will need to upload image files and documents, and artist statement.

I am having problems with the online system.
Please email MTA Arts & Design: arts@mtahq.org, or Submittable's customer support: support@submittable.com.

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