



**Request for Acquisitions
William P. Hobby Airport West Concourse Expansion
2D & 3D Portable Artworks**

1. Residency & Eligibility

Q: Who is eligible to apply?

A: **“Texas Artists”:** Artists based, born, residing, or working in the State of Texas, supported by the appropriate documentation listed under the Eligibility Verification Field in Submittable.

“Texas Galleries”: Galleries located within the State of Texas, representing “Texas Artists” as described.

Q: Could you please clarify whether a Texas-based production company is eligible to submit an entry on behalf of one of our on-staff artists who is also based in Texas?

A: **Yes, a Texas-based company is eligible to submit, just keep in mind that all pieces submitted must be installation ready.**

Q: If the artist was born in Texas, but is presently based out of state, are they eligible?

A: **Yes, you are eligible to submit. Please be sure to upload one of the following: Unexpired Texas driver’s license or Texas identification card, Passport listing place of birth as Texas, current deed, mortgage, or residential/studio lease, utility bill or residential mail, or mail dated within the 2026 calendar year.**

Q: What document should we upload under “Eligibility” if we are not represented on behalf of a gallery and are submitting as an independent artist?

A: **Please be sure to upload one of the following: Unexpired Texas driver’s license or Texas identification card, Passport listing place of birth as Texas, current deed, mortgage, or residential/studio lease, utility bill or residential mail, or mail dated within the 2026 calendar year.**

Q: If an artist is already a part of the collection, can they submit to the call for acquisition?

A: **Yes, artists who are part of the collection are eligible to submit.**

Q: If a gallery has already submitted three works independently through Submittable, would the artist be permitted to submit their work independently for the RFA?

A: **Yes, as long as the artwork being submitted by the artist is not a repeated submission. Please be sure to upload one of the following: an unexpired Texas driver’s license or Texas identification**

Q: Can an artist from outside of the state of Texas apply for the opportunity?

A: **The artist or gallery submitting on behalf of artists will need to submit work on behalf of Texas-based artists. The artist can be born in Texas and/or reside within Texas.**





Q: If I am currently under contract with HAA, am I eligible to submit?

A: If you are an artist currently under contract, you are not eligible to submit to the RFA.

2. Submittable/Submission Details

Q: How do I edit the Artistic Profile? Do I need to withdraw and then reapply?

A: “Artistic Profile” is the title of the specific section of the application. You are not able to edit the introductory paragraph, but you should be able to update the fields underneath it (e.g., Artist Title, Legal First and Last Name, Upload a PDF of the artist’s resume or CV, Artist Website, Artist Biography, and Artist Statement).

Q: I received all of the information about a CV, Artist’s Statement, size of pieces, etc. But where do I submit all of that with my 1-3 pieces?

A: We will only consider applications received through Submittable. Please find the opportunity page on our site and select the Southwest Expansion Hobby Airport Request for Acquisitions option to submit your responses and files.

Q: Do I need to submit more than one image per “Upload an image of work” category?

A: No. There is no need for you to combine images into one. Remember that you are also able to replace one image with a short video.

Q: How is the information for each image included (name, title, year, dimensions, material, and price)? Is there another area where we can find this?

A: When an image is uploaded, submitters will see these text boxes come up. Please fill these out so panelists have this information when they are reviewing your submissions.

Q: Can artists submit more than three pieces?

A: No, submissions are time-stamped. The first three submissions will be eligible for the panelists to review; anything after that will be marked as ineligible.

Q: Where can I find site plans?

A: Site plans and additional details on the location for the artwork can be found on the HAA website and on Submittable. Here’s a quick [link](#).

3. Artwork Medium, Installation, and Requirements

Q: Artwork should not exceed a height of 40 inches or a width of 72 inches. Do these dimensions include the framing for paintings and other 2d work?

A: These dimensions listed for two-dimensional works and three-dimensional works include framing,





hanging materials, stands, and whatever else is needed to install the artwork within the space. Please be sure to submit images of the framing and list any hanging needs in the submission.

Q: All artwork must exist and be accomplished before December 31, 2025. If a piece was completed in March 2026, is it still eligible?

A: **Sorry, if the piece was completed after December 31, 2025, it is not eligible for submission. Please be sure to check out more art opportunities on our website.**

Q: Could you please let me know if artwork must be framed at the time of submission, or if framing is only required upon selection or installation?

A: **Yes, all artwork must be installation ready upon submission. We encourage you to include the frame in the images of the submitted work and include the frame dimensions.**

Q: Was there a previous call for artwork on the theme? Are you looking for artwork with subject matter "space city"?

A: **There was no previous call for portable works. This RFA is part of a bigger call where there are site-specific commissioned pieces being installed. This RFA is for a call for completed work. The theme is Space City, but the art submitted should be related to Texas and/or Houston. Be sure to talk about the theme in the submission.**

Q: Can the artwork consist of multiple, smaller elements, creating a cohesive installation?

A: **Yes, but we remind artists to share thorough dimensions and that all artworks must be installation-ready. Please note special hanging instructions in the section named "Special Instructions" at the bottom of the submission form.**

Q: Does the artwork need to fill the entire space, or will it share the space with other selected artworks?

A: **Artworks will be selected by panelists' scoring, regardless of size. Houston Airports will decide the final layout.**

Q: If I am submitting three artworks, do they all need to be cohesive or of one medium?

A: **No, artists are encouraged to submit artwork that fits the theme called out in the RFA. The art can consist of all kinds of media; please be sure to call out any special instructions and all types of media used.**

Q: Do wrapped canvases need to be framed?

A: **No, but they do need to be coated with an anti-graffiti protective coating. Any material that is sensitive should be framed and glazed.**

Q: Are both acrylic glazing and glass allowable on framed work?

A: **Glass is not allowed. We encourage shatterproof museum-quality optimum acrylics. Optimum is shatterproof, UV-resistant, and non-glare.**





Q: Is there a minimum size required for artwork?

A: No, there is no minimum. Several artworks on display range from 1" to a giant outdoor sculpture. We accept all sizes as long as they fit within the vitrine's dimensions of 4' x 8'. Think about the audience and location when submitting. Please be sure to include anything needed for its display in your submission.

Q: Is there any specific hardware needed for hanging?

A: Airport prefers D-rings. Please do not include wires. If the artwork needs a cleat, the artist will need to supply the cleat.

4. Review & Selection Process

Q: Who will review the RFA entries and make selections?

A: A selection panel composed of project stakeholders and art professionals.

Q: How many artworks will be selected for purchase?

A: There is no set number. The total costs for acquisitions are \$215,000; this means that the panelist will rank all the art and recommend artwork till all of the budget is used.

Q: If a gallery applies on behalf of the artist/artist team and is selected for purchase, will the contracting be done through the submitting gallery or directly with the artist?

A: The contract will be executed by the gallery on behalf of the artist.

Q: After the selection process, will artists or artist teams need to be available for installation?

A: No, artists/galleries will not be installing any of the work. After artists are notified, artists/galleries will receive a purchase agreement. HAA will ask that these art pieces and any hardware be brought to a central location. These pieces will be delivered to a professional art handler, and from there, they will be professionally installed, so artists/galleries do not need to worry about installation.

