



LARGE COMMEMORATIVE ELEMENT PROPOSAL GUIDELINES

The Capitol Preservation Board is **now accepting proposals for one Large Commemorative Element** to be placed upon the Utah State Capitol grounds by Spring 2028—an opportunity that comes only once every 100 years.

Capitol Hill was designed to honor the State Capitol building and its role as the *People's House*. The surrounding land and future commemorations placed upon it illustrate Utah's rich history, impactful events, persons and/or cultures of historical significance, and the values of the State of Utah.

The proposal must meet the terms, qualifications, and process, set forth in the ***Utah State Capitol Grounds Commemorative Element Plan & Placement Guidelines****, as part of the Capitol Master Plan. The Guidelines include commemoration specifications and funding requirements, selection and implementation processes, as well as the timeline for future additions. The proposal must also include a completed ***Proposal Application Form**** and payment of a \$10.00 non-refundable administrative fee.

The Proposal Application and administrative fee must both be received by 5pm MST on Tuesday, September 30, 2025 to be eligible for consideration.

All applicants will be notified of their proposal status. Semi-finalists will be asked to present a more thorough proposal, including maquettes and/or detailed renderings, to the Large Commemorative Element Committee in Fall 2025. After this review, finalists may be asked to present to the Capitol Preservation Board at a future meeting. The selection is expected to be decided in 2026.

Once selected by the Capitol Preservation Board, all phases of the element creation and installation, including its design, material, finish, and text, must be approved in advance by the Capitol Curator and the Department of Facilities and Construction Management (DFCM) Project Manager.

The selected must agree to abide by the ***Capitol Hill Complex Facility Use Rule R131-2****, DFCM's standards, code requirements including safety and security, structural reviews, permits, and inspections. The selected will enter into an agreement with the Capitol Preservation Board and DFCM that includes an artist release and design-build contract. No taxpayer dollars will be used for the commemoration.

*The *Utah State Capitol Grounds Commemorative Element Plan & Placement Guidelines*, *Proposal Application Form*, and the *Capitol Hill Complex Facility Use Rule R131-2* are available at <https://utahstatecapitol.utah.gov/large-commemorative-proposal/>. The *Agreement* will be posted at this link by August 29, 2025.



SUBMISSION PROCESS -

Please submit the **Proposal Application** and required attachments to Stephanie Angelides, Capitol Curator, by e-mail: **sangelides@utah.gov**.

A non-refundable **\$10.00 administrative fee** is required to complete the application. Payments can be made with cash, check (payable to Capitol Preservation Board), Visa, MasterCard, or American Express.

To pay, please contact Capitol Scheduling by phone at 801-538-3074 or visit the Capitol Preservation Board office suite 120 of the State Capitol.

We look forward to receiving your proposals!

Thank you kindly,
Capitol Preservation Board