

Durham Arts Council

Proposal for Special Exhibits 2010-2011

(Proposal for group, curated or common theme exhibits)

Durham Arts Council schedules exhibits in the Durham Arts Council building. Most of these exhibits are solo shows. From time to time, however, DAC may feature the work of a group of artists, guild or association, a curated show based on a media or technique, or works on a common theme. Exhibits selected will take place between Summer 2010-Summer 2011. If you are interested in submitting a proposal, please complete this application and return it by **6:00 pm on Sunday, January 31, 2010**. DAC will consider exhibiting artists outside of North Carolina. You may hand-deliver your application to the front desk or mail it to: DAC Special Exhibits, Durham Arts Council, Inc., 120 Morris Street, Durham, NC 27701.

1. APPLICANT

Contact Person:

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Organization (if applicable):

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Address:

City: _____ State: _____ Zip: _____

Phone: _____ (preferred)

(alternate)

Email:

Web Site:

2. Describe your proposed exhibit. What is the intent of the exhibit? Who will be involved in the planning process? Why are the DAC galleries an appropriate venue for the project? (Use the back of this page if you need more space.)

3. How will the exhibiting artists be chosen?

4. What dates do you propose for the exhibit? Does this exhibit tie in with other scheduled activities? Approximately how many pieces of work do you expect to include? What media will be represented? How much running wall space or floor space do you estimate you will require? Will the work be for sale?

5. Attachments to Application Form:

PROPOSAL BUDGET: Itemize projected expenses and proposed sources of income. DAC does not allocate money to Special Proposals who are selected to exhibit. See below for an example of a proposal budget.

RESUME: Resume for exhibit organizer and/or curator and other key participants.

DOCUMENTATION: Total of ten (10) jpeg images on CD (or video in cases of proposed installation) of proposed works or of works representative of pieces which will be exhibited, and accompanying image script. Each image should be formatted as a JPEG and as close to 2000 x 2800 pixels (400 dpi and 5 x 7" or 300 dpi and 6.67 x 9.33") as your work dimensions allow. If in doubt, please opt for a larger file size. Please select the highest quality and lowest compression possible. Please mark the CD directly with your project name and include only the 10 individual image files.

SELF ADDRESSED STAMPED ENVELOPE: If you wish us to return your documentation materials include a self-addressed envelope of the appropriate size (preferably 10" x 13" envelope) and with adequate postage to mail your materials. If you do not include such an envelope you may pick up your materials within the two-month period after the exhibit decisions are made. After that time the materials will be discarded.

6. Certification: The information contained in this application, including all attachments and supporting materials, is true and accurate to the best of my knowledge. I understand that, though all appropriate care will be taken of materials submitted to support this application, the Durham Arts Council cannot be responsible for possible damage to these materials.

Signature of Applicant/Organization Representative date

Typed Name of Applicant/Organization Representative date

APPLICATION CHECKLIST

To be complete your application packet must include:

- Application form completed and signed
- Project budget, including income and expense,
- Applicant's resume, and all participants' resumes,
- Visuals of works or representative works.
- A self addressed stamped envelope for return of documentation materials.

We expect to notify applicants by late April, 2010.

This program made possible by the Durham Arts Council's Annual Arts Fund and the City of Durham.

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A SAMPLE BUDGET

Project budget for exhibit, your expenses and income may differ.

EXPENSE

Printing	250
Shipping / Transportation	500
Travel	100
Framing/Display of Work	<u>700</u>
Total Expense	\$1550

INCOME

Organizational funds	500
Entry fees	500
Donations/ Grants	<u>550</u>
Total Income	\$1550

