



WEST GALLERY EXHIBITION PROPOSAL 2005-6

INFORMATION

Proposals are accepted for exhibitions in the West Gallery of the University Art Gallery. The process is very competitive with three to five exhibitions awarded per year. Proposal guidelines are provided below. Please read all the information carefully before completing the application.

Applications are accepted from CMU students, staff, and faculty as well as curators from outside the CMU community. All accepted student projects, whether individual or collaborative, are required to submit a Student Research and Creative Endeavors grant (SRCEE) application to fund some of the costs of the exhibition project. (see http://www.orsp.cmich.edu/SRCEE_gen.htm)

For alumni of CMU:

Alumni proposals will be evaluated by the same criteria as used for other group applications. On occasion, there are additional opportunities available specifically to alumni of the Department of Art to participate in juried exhibitions as well as attend special events. Application for such exhibitions is separate from the general Exhibitions and Events proposal process. To get on the alumni mailing list to receive information on future juried shows and other alumni activities, please contact UAG at 989-774-3974 or jones3mm@cmich.edu.

Proposal Deadlines: Proposals are reviewed in the Spring of each year. The deadline for Academic Year 2005-6 proposals is **Thursday April 7, 2005 at 4:00 pm**. All proposals must be submitted to the University Art Gallery. Late applications will not be accepted.

Gallery Committee members are available to assist applicants in the planning and completion of applications. Applicants, particularly first-time applications, are strongly encouraged to contact a committee member for assistance in advance of the deadline.

Faculty Committee Members Contact Information:

Meghen Jones: jones3mm@cmich.edu \ (989) 774-3974

Jesse Dominguez: domin1j@cmich.edu \ (989) 774-3301

Clark Most: most1cf@cmich.edu \ (989) 774-3559

Review Process:

The gallery director and the UAG committee review the application in depth. The applicant may be asked to answer questions or provide additional information before the committee review. Each application with documentation is reviewed based on the criteria listed in the next section. Following a discussion, the committee votes on each application and relates any recommendations or comments regarding the application to the applicant. The applicant is notified of the Committee's decision by mail.

approximately one month after the deadline. Results are also posted at the UAG. Documentation materials may be picked up at the gallery after May 7, or if SASE is included, they will be returned via mail.

Use of Images for Publicity

Unless the applicant declines permission, in writing, the UAG reserves the right to use images of the work and/or written statements and other texts submitted for review for publicity and educational purposes to promote exhibitions at UAG in general. This includes but is not limited to, use by the Department of Art in various publications and slide presentations, listings on Department of Art and/ or UAG website.

Budget and labor note: Individual applicants are responsible for installing and de-installing their exhibitions and organizing any exhibition receptions. The applicants also provide promotional materials and posters. Any special costs associated with the proposal, such as shipping, special publication or jury expenses, must be noted in the proposal's narrative section and attached budget.

Criteria for Committee Review

The Gallery Committee reviews and evaluates applications according to the following criteria:

1. Pursuit of Excellence
 - a. Innovation of proposal
 - b. Artistic quality of the work presented or proposed idea
 - c. Clarity and purpose of the proposal
2. Impact on University Community and General Public
 - a. Accessibility to the school community, regardless of ethnicity, gender, age or physical ability
 - b. Benefit of the exhibition or event to the University
 - c. Aesthetic or cultural impact of project on the community

Required Support Material:

Please place printed materials in the order as listed below. Label each documentation material with your name Include all application materials in a large envelope and deliver to the UAG by 4pm Thursday April 7:

For individual proposals:

- ☐ Application form
- ☐ Narrative statement
- ☐ Slide or other proposal visual materials documentation sheet
- ☐ Up to 8 slides –OR- up to 8 images on CD OR 5 minutes of video/audio
- ☐ Project budget

For group proposals:

- ☐ Application form
- ☐ List of participants
- ☐ List of juror/s, if applicable
- ☐ Narrative Statement
- ☐ Slide or other proposal visual materials documentation sheet
- ☐ Up to 4 slides –OR- 4 images on CD –OR- 3 minutes of video/audio per artist if more than one artist is represented. No more than 20 slides total.
- ☐ Budget: Include shipping, loan and curatorial fees; publication costs; jury fees. Describe source/s of funding



University Art Gallery
Central Michigan University

APPLICATION FORM
WEST GALLERY EXHIBITION PROPOSAL 2005-6

Applicant/Proposal's Primary Contact Person _____

Address _____

City _____ State _____ Zip _____

Phone _____ Other Phone _____

Email _____

Address to return application materials to if different than above:

Address 2: _____

City _____ State _____ Zip _____

Collaborators (if any)

_____ PHONE/email _____

_____ PHONE/email _____

(Attach separate sheet if needed)

Most projects in the West Gallery are open for one week.

Estimated installation time : _____ #Day(s) _____ #hours(s)

Estimated de-Installation time: _____ # Day(s) _____ #hours(s)

List any special installation issues:

Equipment or Materials needed for the event

Indicate how many, what type, and whether you can supply it yourself (Monitor, VCR, Video Camera, Computer, Slide Projector, Special Lights, Other)

(UAG West Gallery Proposal, cont.) Applicant name: _____

Narrative: In no more than 250 words, succinctly describe your proposed project. (Attach on separate sheet if desired)

Attach budget on separate sheet