

Contact Us | Exit

Organization Information Executive Summary Project Proposal Project Budget and Narrative Attachments Review My Application

You can review the information you've provided so far and make necessary modifications here. If you're satisfied with the contents of the application, click Submit to forward your application for consideration. If you're not ready to submit your application yet, click Save & Finish Later.

Organization Information

Printer Friendly Version | E-mail Draft

Required before final submission

Welcome to the International Curatorial Travel Grant Proposal Form. Text and all attachments should be written in English. All proposals must be received electronically by the foundation's deadline. If the proposal does not include all of the following components, it will be considered incomplete. Please bear in mind that proposals will be reviewed by scholars and curators of American art, and therefore, materials should be written accordingly.

Please refer to the FAQ document found here for detailed information about the online application process. Any questions about **proposal components** should be referred to the Terra Foundation's Grants Manager: Phone: 312.654.2275 or E-mail: grants@terraamericanart.org.

An institution may apply for a travel grant even if it has applied separately, or will be applying separately, for general exhibition support for the same project. Proposals for travel grants and proposals for general exhibition support are considered on their own merits; grant approval in one program does not guarantee grant approval in the other.

Eligibility: Though proposals will presumably be written by or in conjunction with the curator who would be traveling, the foundation only accepts proposals from non-profit institutions with United States 501 (c) (3) status or the international equivalent. Grants are not made to individuals.

You can scroll through the proposal prior to filling out the data fields. You can also print out a blank proposal form for your reference.

You may copy and paste from other documents into the fields below.

Please note that proposal fields are plain text and that formatting options are limited. Please use numbers rather than bullet points if submitting a list.

IMPORTANT: Do not use your browser's BACK key - you will lose any unsaved data! SAVE OFTEN.

Organization Information	
* Organization Name If name contains diacritics, you may need to	copy and paste the correct version of the organization's name in the native language below.
* Legal Name of Organization (THE LEGAL NAME THAT WOULD APPEAR	R ON A CHECK)
* Address	
* City	* Country - Select One -
* Organizational Phone	
* Tax Identification Number Required for United States based organization equivalent.	ons. If outside the United States, please provide a Registered Charity Number, or your country's
* When does your fiscal year end?	

Month/Day (e.g. June 30)
Highest Ranking Staff Officer
If name contains diacritics, you may need to copy and paste the correct version of the name in the native language below.
il hame contains diacritics, you may need to copy and paste the correct version of the hame in the hauve language below.
* Prefix
- Select One - V
** Title
* Office Phone
Grant Contact
Click here if same as above
Please enter the information for the primary grant contact that can provide additional information on this grant application and should receive all
correspondence from the Terra Foundation.
* Prefix
- Select One - V
** Title
* Office Phone
Curator Contact
If more than one curator is working on the project, please designate a single contact.
If name contains diacritics, you may need to copy and paste the correct version of the name in the native language below.
<pre>** Prefix</pre>
- Select One - 🗸
* Organization Name: * Title
* Office Phone Additional Phone, if applicable * E-mail
* Address



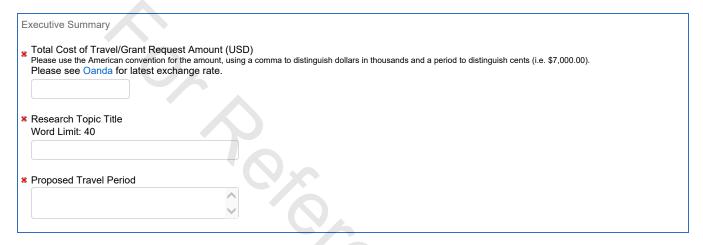
Executive Summary

You may copy and paste from other documents into the field below.

Please note that proposal fields are plain text and that formatting options are limited. Please use numbers rather than bullet points if submitting a list.

Note: The maximum award available is \$7,000.

IMPORTANT: Do not use your browser's BACK key - you will lose any unsaved data! SAVE OFTEN.

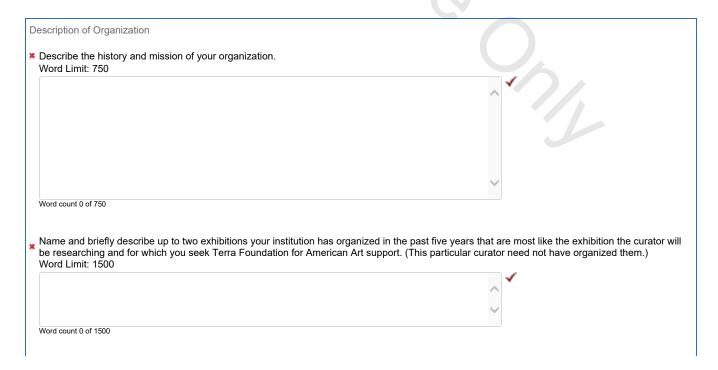


Project Proposal

You may copy and paste from other documents into the field below.

Please note that proposal fields are plain text and that formatting options are limited. Please use numbers rather than bullet points if submitting a list.

IMPORTANT: Do not use your browser's BACK key - you will lose any unsaved data! SAVE OFTEN.



le funding available to the curator from your institution for the travel enecified in this application?	/ (Financial need is not a requirement but will be
Is funding available to the curator from your institution for the travel specified in this application? considered as one factor among others in determining awards.)	(Financial fleed is flot a requirement but will be
Word Limit: 250	
	→
	~
Word count 0 of 250	
Program Description	
Describe the exhibition idea(s) on which the curator would like to conduct research in the United	States and why these ideas would be of potential
interest to your museum's audience. If applicable, please elaborate on how your project expande	s narratives of American art and contributes to
revisions of American art history through lenses such as anti-racism, decolonization, feminism, commitment to inclusive research and curatorial practices; and/or engages diverse partners and	
Word Limit: 1,200	raudences.
	✓
	^
	\checkmark
Word count 0 of 750	
Word Count of 130	
Describe any research the curator has already conducted on these topics.	
Word Limit: 750	
	^ *
	~
Word count 0 of 750	
* Explain your institution's current level of commitment to this/these exhibition(s), including potenti	ial exhibition dates if applicable
Word Limit: 250	
	^ ~
	∨
Word count 0 of 250	
Describe the itinerary and timeline for the curator's research in the United States (with beginning	g and ending dates). Cite the specific resources to
* be consulted and the reasons for these choices (provide details such as the names of specialist	s, art collections, and/or key archives/papers to be
consulted and how they relate to the project(s) being researched). Word Limit: 750	
	4
Word count 0 of 750	
Program, Outcomes, and Evaluation	
* Describe 3 to 5 specific outcomes that the curator aims to accomplish on this research trip.	
Word Limit: 750	
	^ *
	V
Word count 0 of 750	

If your museum has not yet committed to the exhibition(s) to be res museum being more likely to mount an exhibition of historical Amer Word Limit: 500	earched, describe whether and how the	e planned research would result in your
	^	✓
	~	
Word count 0 of 500		

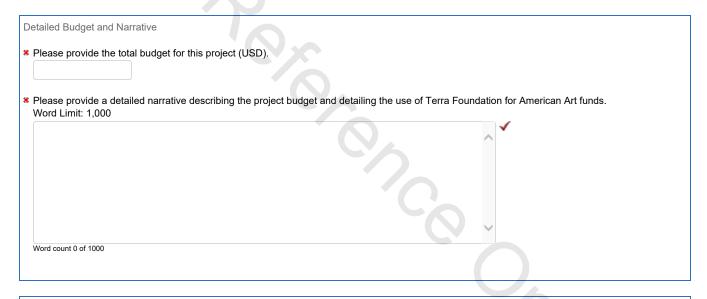
Project Budget and Narrative

You may copy and paste from other documents into the field below.

Please note that proposal fields are plain text and that formatting options are limited. Please use numbers rather than bullet points if submitting a list.

IMPORTANT: Do not use your browser's BACK key - you will lose any unsaved data! SAVE OFTEN.

Note: The maximum award available is \$7,000. Please use the American convention for the amounts, using a comma to distinguish dollars in thousands and a period to distinguish cents (i.e. \$7,000.00).



Total Expenses		4) /.
Please include an itemized project budget that de the Terra Foundation. You can provide category of		en out into applicable categories, and the amounts requested from oples include:
Travel Lodging Meals Research fees and expenses (such as p	hotocopying)	
* Expense Line Item 1 Description	* Total Amount 1	* Amount requested from TFAA 1
* Expense Line Item 2 Description	* Total Amount 2	* Amount requested from TFAA 2
* Expense Line Item 3 Description	* Total Amount 3	* Amount requested from TFAA 3

* Expense Line Item 4 Description	* Total Amount 4	* Amount requested from TFAA 4
Expense Line Item 5 Description	Total Amount 5	Amount requested from TFAA 5
Expense Line Item 6 Description	Total Amount 6	Amount requested from TFAA 6
Expense Line Item 7 Description	Total Amount 7	Amount requested from TFAA 7
Expense Line Item 8 Description	Total Amount 8	Amount requested from TFAA 8
Expense Line Item 9 Description	Total Amount 9	Amount requested from TFAA 9
Expense Line Item 10 Description	Total Amount 10	Amount requested from TFAA 10
line item. Upload	Browse	
Total Income		
Please provide the total projected income for t	his program.	
Earned income:Earned income from venue/exhibition feFunding or sponsorship already awarde	ees to be paid to your museum b	by already secured venues
 Any funding or sponsorship pending 	•	admission fees, catalogue sales, event income, etc.) ore than 15% of a Terra Foundation grant may go towards indirect
* Contributed income (outstanding grant reques	ts):	
Contributor Details		
 Please provide a list of exhibition funders, incl 	uding the amount of grants/spor	nsorships already awarded. []
Use format: Organization Name, \$x,xxx,xxx	5	_

** Please provide a list of exhibition funders, including the amount of grants/sponsorships currently pending . Use format: Organization Name, \$x,xxx,xxx
Attachments
Please attach the following documents by choosing a file from your computer and pressing "Upload'. If multiple documents are required for a single line item, please upload them as one file. If you do not feel a particular requirement is relevant to your organization, please attach a document to the line item explaining why it does not apply.
 Governing Documents Organizations outside the United States must provide copies of their governing documents (such as articles of organization or constitution and bylaws) in English, and, if applicable, evidence of their tax-exempt status in their home country. Additional documents may also be requested.
* Latest Filed Audited Financial Statements Audited financial statements for the most recently completed fiscal year. If audited statements for the most recently completed fiscal year are not yet available, include the unaudited statements in addition to the financial statements from the organization's latest audit. Organizations outside the United States must provide equivalent financial information (i.e., tax-exempt and non-profit organizations' annual financial information submitted to tax administration). Browse Upload
* Two to four images of the core types of objects that are the subject of the research topic Browse Upload
Curator's resume or curriculum vitae that outlines (with dates) the curator's educational and employment histories, exhibitions organized, publications, and major lectures Browse Upload

 Letter of Project Support Letter of project support from head of institution
Browse
Upload
* Board Member List
List of board members and officers with outside affiliations
Upload Browse
Срои
* Operating Budget Operating budget of the organization for the current year and/or period covered by proposal
Browse
Upload
* Other Funding Sources
List of major sources of support received by the organization in the current and prior fiscal years
Browse
Upload
Annual Report Latest annual report, if available Browse Upload
Latest annual report, if available Browse
Upload
If a Terra Foundation Program Director requested additional materials, please upload here. Browse
Upload

Your response to the survey question below is optional and will be used for TFAA's internal assessment purposes only.		
How did you hear about this award pr	gram? (select all that apply)	
☐ Facebook ☐ Instagram	☐ Twitter ☐ LinkedIn	☐ TFAA website
☐ TFAA email communications	☐ TFAA funded program/exhibition/	project TFAA staff recommendation
☐ Friend/colleague/word of mouth	☐ Poster ☐ Listserv (spe	cify in blank below)
\Box Other (specify in blank below)		

Please click 'Review & Submit'. You will see a full copy of your proposal for final review. After final review of your proposal, you must click 'Submit' again. After you have successfully submitted, you will immediately receive an automated e-mail with a copy of the proposal for your records. If you do NOT receive a copy of the proposal, please contact grants@terraamericanart.org.

Save & Finish Later Submit