

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 US 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 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.

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 ON A CHECK)
* Address
* City
* Organizational Phone * Website
* Tax ID Required for United States based organizations. If outside the United States, please provide a Registered Charity Number, or your country's equivalent.
What year was your first Form 990 filed? If not applicable, please enter 'N/A'.

	10		
When does your fiscal y Month/Day (e.g. June 3			
,,,,			
Highest Ranking Staff Off	cer		
If name contains diacriti	cs, you may need to copy and paste the co	orrect version of the name in the native language below.	
* Prefix - Select One -	* First Name	* Last Name	
- Select One - 🗸			
* Title			
* Office Phone	* E-mail		
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Grant Contact			
	· CV x		
Click here if same a	as above		
Please enter the inform	ation for the primary grant contact that can	provide additional information on this grant application and sh	ould receive all
correspondence from the	e Terra Foundation.		
* Prefix	★ First Name	* Last Name	
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* Title			
* Office Phone	* E-mail		
Curator Contact			
If more than one curato	r is working on the project, please designat	te a single contact	
ıt name contains diacriti	cs, you may need to copy and paste the co	orrect version of the name in the native language below.	
* Prefix	★ First Name	* Last Name	
- Select One -			
- Select One - V * Organization Name:	* Title		
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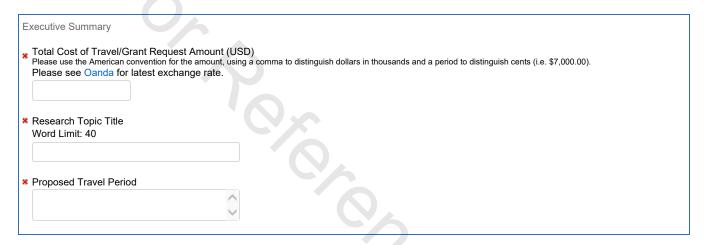
Executive Summary

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

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.

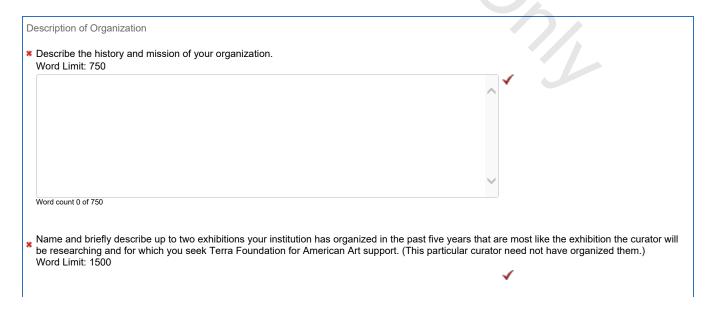


Project Proposal

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.



	^	
	Word count 0 of 1500	
	Word Count C Or 1500	
*	Is funding available to the curator from your institution for the travel specified in this application? (Financia considered as one factor among others in determining awards.) Word Limit: 250	al need is not a requirement but will be
	^	✓
	Word count 0 of 250	
Р	rogram Description	
	Describe the exhibition idea(s) on which the curator would like to conduct research outside the United Sta potential interest to your museum's audience. If applicable, please elaborate on how your project expands contributes to revisions of American art history through lenses such as anti-racism, decolonization, feministudies; reflects a commitment to inclusive research and curatorial practices; and/or engages diverse par Word Limit: 1,200	s narratives of American art and sm, queer studies, and/or disability
		✓
	Word count 0 of 750	
	word count 0 of 750	
*	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 potential exhibit Word Limit: 250	ion dates, if applicable.
	Word Limit. 250	✓
	A STATE OF THE STA	
	Word count 0 of 250	
*	Describe the itinerary and timeline for the curator's research outside the United States (with beginning an resources to be consulted and the reasons for these choices (provide details such as the names of special archives/papers to be consulted and how they relate to the project(s) being researched). Word Limit: 750	alists, art collections, and/or key
	^	· //
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	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

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	rd count 0 of 750
*	your museum has not yet committed to the exhibition(s) to be researched, describe whether and how the planned research would result in your useum being more likely to mount an exhibition of historical American art.
	^
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	rd count 0 of 500

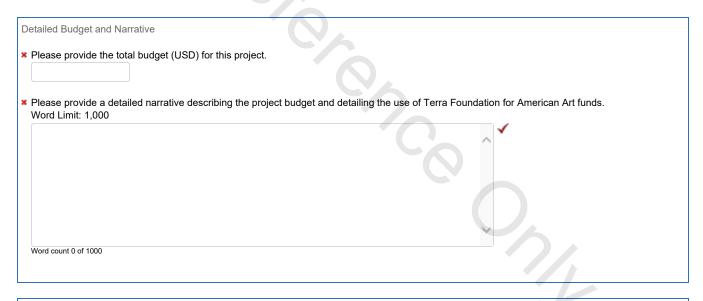
Project Budget and Narrative

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 amount, using a comma to distinguish dollars in thousands and a period to distinguish cents (i.e. \$7,000.00).



Please include an itemized project budget that details the total project cost, broken out into applicable categories, and the amounts requested from the Terra Foundation. You can provide category descriptions below. Some examples include:

1. Travel
2. Lodging
3. Meals
4. Research fees and expenses (such as photocopying)

* 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		
		20		
Total Income				
Please provide the total projected income for this	s program.			
* Earned income:				
Earned income from venue/exhibition fee Funding or sponsorship already awarded	s to be paid to your museum t	by already secured venues		
* Pending income:				
 Projected earned income (from potential venue fees to your museum, admission fees, catalogue sales, event income, etc.) Any funding or sponsorship pending Amount of funds requested from the Terra Foundation (note that no more than 15% of a Terra Foundation grant may go towards indirect costs) 				
* Contributed income (outstanding grant requests):			
Contributor Details				

Please provide a list of exhibition funders, including the amount of grants/sponsorships already awarded. See format: Organization Name, \$x,xxx,xxx Attachments Please provide a list of exhibition funders, including the amount of grants/sponsorships currently pending. See 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. See 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-evempt status in their home country. Additional documents may also be requested. Browse Upload Service Form 990 Browse Upload
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Opioad
* 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).
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Upload
Оргоси
* Two to four images of the core types of objects that are the subject of the research topic
** Two to four images of the core types of objects that are the subject of the research topic Browse
Browse
Browse

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
Browse
Upload
* 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
List of major sources of support received by the organization in the current and prior fiscal years
Upload
Annual Report
Latest annual report, if available
Browse
Upload

If a Terra Foundation Program Director requested additional materials, please upload here. Browse Upload
You 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 program? (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 (specify in blank below) □ 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