



Organization Information Project Summary Project Details Project Budget and Narrative Object List Attachments Administration Survey 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 **Re-envisioning Permanent Collections proposal form**. Text and all attachments should be written in English. All proposals must be submitted electronically and received by the Terra Foundation's deadline. If the proposal does not include all of the following components, it will be considered incomplete.

Proposals will be reviewed by scholars, curators, and/or educators of American art. Please prepare your materials with that audience in mind.

Please refer to the FAQ document found here. Direct questions about proposal components to grants@terraamericanart.org.

You can scroll through the form before filling out the data fields. You can also print out a blank 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				
Legal Name of Organization (THE LEGAL NAME THAT WOULD APPEAR ON A CHECK)				
* Address				
* City	State F	Postal Code *	Country	
	If applicable		· ·	▼
* Organizational Phone				
* Website		* Annual Budget Size	(in US Dollars)	e museum (not the university)
* Tax Identification Number				
What year was your first Form 990 filed?				
 When does your fiscal year end? Annual Num 	ber of Visitors			
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 nam	ne in the native language below	ι.	
 * Prefix * First Name - Select One - 		* Last Name		
* Title				

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* Office Phone	* E-mail
Grant Contact	
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Click here if same	as above
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Foundation.	on for the primary grant contact: the person who can provide additional information on this grant application and should receive all correspondence from the Terra
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* Office Phone	* E-mail
Curator Contact	
If more than one curat	tor is working on the project, please designate a single contact.
If name contains diacr	itics, you may need to copy and paste the correct version of the organization's name in the native language below.
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* Address	
* City	State Postal Code * Country
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Organization Description	1
* Please provide a brief	statement of the organization's history, purpose, goals, and values.
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Please provide a brief If not applicable, please	statement of any partnering organization's purpose, goals, and values, if applicable.
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Project Summary

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Re-envisioning Permanent Collections (Full Proposal)

Please note that proposal fields are plain text and 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.

*	Grant Request Amount (USD) Please use whole numbers only. Do not use currency symbols or punctuation.
*	Project Title Word Limit: 40
*	Please select the category or categories in which you are requesting Terra Foundation funding: If requesting funding for the Planning, Research, and Development portion of your project only, please only select that category. If your Temporary Exhibition or Collection Reinstallation project will significantly include planning and research activities (greater than \$10,000 of the overall requested amount), please select the Planning, Research, and Development category in addition to one of the other two categories. Temporary Exhibition Collection Reinstallation
	Planning, Research, and Development
	Opening date for the temporary exhibition or collection reinstallation
	Leave blank if applying for planning, research, and development funds only
*	Concisely describe the project, including the key ideas/themes/concepts that will be examined. Please include the anticipated number of visitors. Word Limit: 300
	Word count 0 of 300
*	 Please describe how the project addresses each of the following objectives for this grant program: 1. To interrogate and broaden definitions of American art, transforming or complicating how the story of American art is told, whether through the diversity of artists featured, voices influencing the curatorial vision or approach, and/or the narratives told. 2. To generate new scholarship and interpretive frameworks that employ critical methodologies and innovative models. 3. To reflect a commitment to inclusive and collaborative research and curatorial practices that engage diverse voices and partners in reinterpreting American art. 4. To offer inclusive and accessible visitor engagement opportunities, whether online or in person.
	Word count 0 of 750
*	Describe your organization's history of work to address diversity, equity, accessibility, and inclusion. Where do you hope to be in 3-5 years with this work? How does this project move your organization forward in achieving its goals? Word Limit: 750
	Word count 0 of 750
	Project Details
	You may copy and paste from other documents into the field below.
	Please note that proposal fields accept only 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.

Temporary Exhibition Support

If you are requesting support for a temporary exhibition, please address the following questions. If not requesting temporary exhibition support, please type "n/a" in the required fields.

Describe the narrative flow of the exhibition. Please provide details about the exhibition in a way that will help reviewers better understand its goals, objects featured, and curatorial process. How will it advance the objectives of this grant program? If not requesting temporary exhibition support, type "n/a" in the field.

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	t, please provide a list of venues secured or being considered and dates.
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Collection Reinstallation

If you are requesting support for the reinterpretation and reinstallation of your American art permanent collection, please address the following question. If not requesting collection reinstallation support, please type "n/a" in the field.

* Please provide details about the reinstallation in a way that will help reviewers better understand its goals, collections featured, process, and gallery spaces. How will the new installation differ from the previous one(s)? How will it advance the objectives of this grant program?

If not requesting rein Word Limit: 750	stallation support, type "n/a" in the field.	
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	Research/Planning	
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If you are request If not requesting rese	sting support for research and/or planning for the exhibition/reinstallation, please address the follow earch/planning support, please type "n/a" in the fields.	wing question.
* Please describe r	research goals and activities (e.g., convening, research assistant, advisory committee, etc.) and how they	will enrich the project that is being planned.
If not requesting rese Word Count: 300	sarch/planning support, type "n/a" in the field.	
		\checkmark
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	Written Materials and Distribution	
This section is r	equired for those requesting temporary exhibition or collection reinstallation support. Those apply ng) may skip this section by entering "n/a" in the fields below.	ving ONLY for research/planning (for which a publication is not
	ng/may skip this section by entening that in the news below.	
Describe the line	lines of inquin/(spholarly themes for written distribution associated with the proposed project. Discoursed	poto the format (a.g. estalogue apline in gallery) that the
inquiry/scholarshi	lines of inquiry/scholarly themes for written distribution associated with the proposed project. Please indi- ip will take.	care the format (e.g., catalogue, online, in-gallery) that the
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Alson and a state

* provide essay titles and a brief description).
For other formats, please identify the individuals or departments responsible for written content.
If requesting ONLY research/planning support, you may type "n/a" in the field below Word Count: 500

Word count 0 of 500

Please provide the name of the publisher and/or distributor, if applicable. Please note if confirmed or pending.

If printed, please provide the total estimated number of publications that will be distributed.

If online, please describe the format of the content, as well as how long it will be made accessible. Word Count: 250

Word count 0 of 250

* Please provide the internal deadline for submission of changes to the online or printed publication.

Audience Engagement

Explain your plans for offering inclusive and accessible audience engagement activities or opportunities (required), leading up to or during the proposed project; for activities, include the number of expected participants overall and indicate which audiences programs aim to reach (public, student, scholarly, other).
Word Count: 300

Word count 0 of 300

Timeline/Work Plan

Please provide a general workplan and timetable. Word Count: 250

	Word count 0 of 250	
	Key People	
*	Identify the key individuals of your organization's staff who will develop and lead the project. Please provide information about their qualifications to lead this particular project. Word Count: 500	
		✓
	Word count 0 of 500	
	List any partners or advisors critical to the project's success and explain the role they will play. This list could inclu relevant advisors. If museum staff does not have expertise in certain material to be displayed and discussed, identi	de institutional partners, community collaborators, or fy content advisors or specialists who will be consulted
	Evidence of a collaborative research and development process is required. For each partner listed, address the following:	
	 How have these partners been engaged to date and when did their involvement begin? Please explain each partner's current commitment status to the project (i.e., Have they been invited? Are they committed 	? Are they committed only if funding is secured?).
	If an individual is listed elsewhere in this proposal, please do not list here. Word Count: 750	
		✓
	Word count 0 of 750	
	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 formatting options are limited. Please use numbers rather than bullet poin	ts if submitting a list.
	IMPORTANT: Do not use your browser's BACK key - you will lose any unsaved data! SAVE OFTEN. For budget numbers, please use whole numbers only. Do not use currency symbols or punctuation.	
D	etailed Budget and Narrative	
	Important Note: TFAA expects that contributors to the project (e.g., contracted staff, fellows, research assistants, c compensated in an equitable way. Please detail direct staff salaries attributed to the project as well as compensatio fees, honoraria, etc., and the number of hours committed to the project.)	ommunity members, source material advisors, etc.) are n levels for any partners and advisors (e.g., hourly rates
*	Please provide the total budget (a single number representing anticipated expenses) for this project. (USD)	
	Please download and review the relevant sample budget provided below:	
*	Sample Budget – Re-Envisioning Permanent Collections Program	
	Please attach an itemized project budget (in Excel) detailing the total project cost using the sample budget template provide dollars (including all internal costs, e.g., salaries/compensation, travel, marketing, evaluation of project).	d above as a model. Include the applicant's expenses in U.S

11/3/21, 2:50 PM	Re-envisioning Permanent Collections (F	Full Proposal)
Choose File No file chosen		
 Please provide any narrative details or a funds. Word Limit: 250 	explanations that could provide useful context for the attached budget. Please also	o provide a brief description of the use of Terra Foundation
		√
Word count 0 of 250		
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Contributors		
	ng the amount of grants/sponsorships already secured .	
* Please provide a list of funders, including	ng the amount of grants/sponsorships currently projected (requested or to be requ	lested)
Use format: Organization Name, \$x,xxx		
	Object List	
Please note that proposal fields are plai	in text and formatting options are limited. Please use numbers rather than bullet po	pints if submitting a list.
IMPORTANT: Do not use your browser's	s BACK key - you will lose any unsaved data! SAVE OFTEN.	
Object List		
proposed for the exhibition or installation	y Exhibitions or Collection Reinstallation Implementation (with or without pla on (up to 20 one-sided pages). (Note: If you are unable to supply a complete list, ple standing of the objects you are considering.)	nning support): Please include the full illustrated list of works ease submit a representative sampling up to the page limit so
* If requesting funding only for Resear sided pages).	rch/Planning: Please provide a representative list of objects that are the subject of	f this project, noting any prospective lenders (up to eight one-
An example list is provided here: Sample		
Please format the list as follows: Organi any objects only tentatively slated for in-	ize the list by theme, section, or gallery (if applicable). Confirmed objects should be clusion in that section.	e listed first within each theme, section, or gallery followed by
	request status (pending and/or secured). companied by their object information (4–7 objects per page; fewer than four gener	
3. Please number each thumbnail.	tion for American art made before 1980.	
Please upload your list below (up to 2 Choose File No file chosen	20 one-sided pages).	
Upload		

Attachments

Please attach the following documents clicking "Upload" and choosing a file from your computer. If multiple documents are required for a single line item, please combine them into one file before uploading. If you do not feel that a particular requirement is relevant to your organization, please attach a document to the line item explaining why it does not apply.

IMPORTANT NOTE: During this time of uncertainty in the wake of our global health crisis, we understand that organizations may not be functioning at full capacity and may not readily be able to supply all of the documents requested below. As such, please provide what is available to you at this moment. If TFAA staff needs any additional administrative materials from your organization, we will contact you via email with further instruction.

Most recently filed Internal Revenue Service Form 990 Choose File No file chosen
Upload
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. Choose File No file chosen Upload
Letter of Project Support Letter of project support from head of the institution applying for this grant Choose File No file chosen Upload
Board Member List List of board members and officers, with outside affiliations Choose File No file chosen Upload
Operating Budget Operating budget of the organization for the current year and/or period covered by proposal Choose File No file chosen Upload
Other Funding Sources List of major sources of support received by the organization in the current and prior fiscal years Choose File No file chosen Upload
Please attach a preliminary exhibition floor plan. It is not necessary to indicate the placement of each individual object. Choose File No file chosen Upload

1/3/21, 2:50 PM	Re-envisioning Permanent Collections (Full Proposal)
Latest annual report, if available	
Choose File No file chosen	
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	tor requested additional materials, please upload here.
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	Administration Survey
	Board of Directors and Staff Information
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Application Feedback (optional)

In order to better understand the time commitment and effort needed to complete this application, we are asking our applicants to provide candid and confidential feedback that will be used for internal review purposes only. Thank you in advance for any feedback you can provide.

Approximately how many hours of staff time did it take your organization to complete this application?

Is there anything on this application form that you found particularly cumbersome or difficult to complete?

Is there anything on this application form that you found especially helpful in explaining your project in a clear and concise manner?

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