TERRA
FOUNDATION FOR AMERICAN ART

Organization Information   Program Description   **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 Convening Grants Letter of Inquiry (LOI) form. An LOI is a brief description of the project for which you seek a grant that is used by the Terra Foundation to determine whether to invite a full proposal.

Text should be written in English. All LOIs must be received electronically by the foundation's deadline. Please visit the web page for the program you're interested in for more details outlining proposal procedures. The timeline for all programs vary. It is a requirement that funding from the Terra Foundation must be acknowledged in all communication materials related to funded programs. Applicants should time their requests such that grant notification will come before any of these materials are produced or distributed.

For convenings and education programs connected to permanent collection reinstallations or temporary exhibitions, please apply through the Collections program and Exhibitions program, respectively. (Note: Letters of inquiry for exhibition-related convenings that take place before the exhibition opens should be submitted through the Exhibitions program as a request for planning support.) Please contact us if the timing of your convening does not meet the requirements of these programs.

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.

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

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

Please note that LOI 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**
Please provide organization name in the native language as it should appear on a check. If name contains diacritics, you may need to copy and paste the correct version of the organization's name in the native language below. For university applicant's, please include both the university name with the specific academic department and the university museum name.

[   ]

✳ **Legal Name**
(THE LEGAL NAME THAT WOULD APPEAR ON A CHECK)

[   ]

✳ **Address**

[   ]

✳ City	State If applicable	Postal Code	✳ Country
[ ]	[<None> ▾]	[ ]	[- Select One - ▾]

✳ **Organizational Phone**

[   ]

❋ Website

[   ]

    ❋ Annual Budget Size in US Dollars
    University Museums: Please submit the budget for the museum (not the university)

[   ]

❋ Tax Identification Number
Required for United States based organizations. If outside the United States, please provide a Registered Charity Number, or your country's equivalent.

[   ]

Highest Ranking Staff Officer

Please enter information for the highest-ranking staff member who will be included on all correspondence from the Terra Foundation.
If name contains diacritics, you may need to copy and paste the correct version of the name in the native language below.

Prefix | **❋** First Name | **❋** Last Name
[<None> ▾] | [   ] | [   ]

❋ Title

[   ]

❋ Office Phone | **❋** E-mail
[   ] | [   ]

Grant Contact

Please enter information for the primary grant contact who can provide additional information if needed and should receive all correspondence from the Terra Foundation.**Please note that this will be the person receiving notice via email of declinations and time-sensitive requests for proposals.**
If name contains diacritics, you may need to copy and paste the correct version of the name in the native language below.

Click here if same as above
☐

Prefix | **❋** First Name | **❋** Last Name
[<None> ▾] | [   ] | [   ]

❋ Title

[   ]

❋ Office Phone | **❋** E-mail
[   ] | [   ]

Program Description

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Program Description

✳ Grant Request Amount (USD)
Please see Oanda for latest exchange rate.

[   ]

✳ Total Program Budget (USD)

[   ]

✳ Program Title
Word Limit: 40

[   ]

✳ Please provide a brief statement of the organization's purpose and goals.
Word Limit: 350

[   ]

✳ Concisely describe the convening program, including the start and end dates, content focus, and format, and provide the name(s) and title(s) of the individual(s) who will develop it. If there are any partnering organizations, please provide information for them as well.
Word Limit: 350

[   ]

Word count 0 of 350

Please describe how the project addresses each of the following objectives for this grant program:

✳
1. To generate knowledge and interpretive frameworks that reflect the range and complexity of American art and its histories through the diversity of artists represented, voices included, and stories told
2. To center artists, scholars, and communities who have been systemically excluded from narratives, practices, and presentations of American art
3. To commit to inclusive and equitable practices across project development and implementation in order to lead to structural change

Word Limit: 500

[   ]

Word count 0 of 500

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