Wright Museum Exhibition Proposal

Mandatory fields are marked with an asterisk (*). No proposal will be considered without these minimum required fields. Submission of the proposal does not guarantee exhibition. If your project is time sensitive, please note that the museum schedules exhibitions well in advance. All proposals will be considered and replied to in a timely manner. Print this proposal, fill out the cover page and attach additional sections as needed.

Wright Museum Mission Statement
As a teaching museum, the mission of the Wright Museum of Art advances the educational goals of Beloit College. Our principal purpose is to provide the college and local community with diverse opportunities to appreciate, interact with, and understand the visual arts through exhibitions, collections, and programming. The Wright promotes experiential learning through an engagement with art that is both visual and tactile. It also endeavors to promote a critical reading of art as it shapes our cultural and intellectual history.

*Section 1: Contact Information

Name:

E-mail address:

Phone Number:

Website (if applicable):

Check all that apply: Student____Faculty___Community Member____Alum_____

Proposed Title of Exhibition:

Proposed Dates of Exhibition (approximate): From___________To________________

Return proposals with attachments to:
James Pearson, Exhibitions Director, Wright Museum office# 212B  phone: 608-363-2095
Or mail to:
Fax: 608-363-2248
Wright Museum of Art
Beloit College
700 College Street,
Beloit, WI  53511
*Section 2: Curatorial Thread*

Attachment A, Curatorial Statement:
A statement summarizing the theme(s) of the exhibition; to possibly include the conceptual framework, motivation for the exhibition, and what the curator(s) hope to accomplish or communicate through the exhibition. **Please be concise.**

Attachment B, Relational statement:
How does the proposed exhibit relate to the Mission Statement of the Wright Museum, and how would the proposed exhibit enhance the Beloit College community, and/or the Beloit community at large. Identify your target demographic (Students and faculty, museum professionals, community members, etc.). **Please be concise.**

*Section 3: Objects*

Attachment C, Object proposal
A tentative list of the objects for the exhibition to include the collection (Logan, Neese, Archives, Wright, other collector/owner) and any documentation available (artist/culture, object ID number, short description). Note that specific objects may already be in use during proposed dates of exhibition.

**[Sample]**
*Box Number 1, George Ray. Wright Museum 1975.0011. Print on Paper*
*Carved Religious Ball, unknown. Wright Museum 1944.421. Ivory sculpture*
*Bound Diary, John Smith. Property of Curator. Notebook*

Attachment D, Text samples
An example of label and/or wall text to be used in the proposed exhibition. Note that these are samples and not necessarily the finished version. **Please be concise.**

**[Sample]**
*Carved Religious Ball*
1650-1750
Carved Ivory
WMA 44.421
This small ivory ball, a personal religious icon, depicts two scenes. The left half shows the expulsion of Adam and Eve, an example of one’s personal paradise being taken away. The right side illustrates Adam and Eve and their hardship in life outside of Eden, never forgetting the paradise they had lost.

*Section 4: Additional Programing*

Attachment E, Collaborative programing
A statement suggesting collaborations with other departments or groups on and off campus, and the kind of programming involved (panel discussion, docent tours, fundraiser etc.). Though not required for approval, additional programing and interdepartmental collaboration is strongly recommended.
Though not required for submission, these remaining sections should be considered and completed where appropriate.

**Section 5: Marketing**

Attachment E, Marketing Materials
Indicate what types of marketing materials would best accompany the exhibition, or what kind of marketing approach you will pursue (mail, e-mail, social networking, personal invitation, poster, press release, flier, postcard, etc.). Provide draft samples of text with visuals; sketches or computer aided mock-ups will be accepted.

**Section 6: Budget**

Attachment F, Exhibition Budget
Account for activities, supplies, honorariums, or anything else of cost. This should include estimates for travel arrangements, packing and delivery of loaned objects, and printed materials where appropriate. Identify potential funding sources (other departments, programs, grants, etc.) Note that the museum has resources for framing, label making, fabrication and paint; anything of cost beyond these basics must be accounted for.

**Section 7: Design and Installation**

Attachment G, Fabrication and Design
Indicate any requirements for fabrication and installation beyond the standard pedestals, vitrines, and wall hanging hardware. This would include custom paint colors for the gallery walls, and any object-specific display requirements (suspension, projection, monitors, etc.).

If you require any help completing this form, assistance in locating works or any other material and documentation; if you have questions concerning this form or need examples of previous proposals, do not hesitate to contact the Wright Museum staff. We thank you for your interest in the Wright Museum of Art.

[www.beloit.edu/wright](http://www.beloit.edu/wright)  pearsonj@beloit.edu  608-363-2095