



SOMArts
cultural center

THE COMMONS CURATORIAL RESIDENCY

APPLICATION CHECKLIST

Applications must be received no later than 5 pm on Tuesday, December 6, 2011. Full application may be submitted by invitation only.

Please submit one original and six, three-hole punched copies of your application to SOMArts. Please use binder clips or paper clips; do not bind or staple applications. All applications must contain:

Completed Exhibition Application Checklist and Form

Completed Responses to Application Questions

Signed Work Sample Disclaimer & Letter of Intent. (Please use the attached forms and only include one copy in the original set.)

Executive Summary. Include a brief, 75-word description of your project.

Description of Proposed Exhibition. (Limit: 2 pages). This narrative should include theme of the exhibition; the artist(s) and/or community partners who will participate; a description of the media/materials to be used; layout and any other programming components (e.g. artist talks, readings, performances or other educational events) that you would like to include. Please include specific information about whether the proposed exhibition has been or will be exhibited elsewhere. If you plan to collaborate with additional artists or curators, please describe their roles.

Proposed Exhibition Layout. Use the attached gallery floor plan (with dimensions) to diagram the proposed exhibition or provide your own.

Project Budget. Please use the worksheet attached. As presenter, SOMArts reserves exclusive right to solicit donations at 934 Brannan St events, and may choose to charge admission <\$15 at events other than the free opening reception to defray operating expenses.

Work Sample – CD or DVD (SUBMIT ONLY ONE CD/DVD). (Limit: 10 images or 5 minutes of material; or a combination of 5 work samples & 2 minutes of recorded materials.) No slides or other submission formats will be accepted. Images should be submitted as .jpeg or .tiff files at 300 dpi and video should be submitted as a .mov file. Please include the following information on the CD/DVD: name, address, email and telephone number.

934 Brannan Street
San Francisco, CA 94103

t. 415.863.1414
f. 415.522.0136
www.somarts.org



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Please enclose a self-addressed stamped envelope if you would like your work sample to be returned.

__ Work Sample Index. Include a work sample index indicating the artist, title, date, media and size of each work sample. Also indicate if these are just examples or actual pieces to be included in the proposed show.

__ Résumés/CV of Exhibition Organizer(s) and up to three featured artists. Résumés should describe skills and experience relevant to the proposed exhibition and its execution. Please include all upcoming exhibitions.

__ Lead applicant meets all the aforementioned eligibility criteria.

MAIL / DELIVER TO:

SOMArts Cultural Center

Attn: Justin Hoover

Curator & Gallery Director

934 Brannan St.

San Francisco, CA 94103

Applications sent via facsimile or email will not be accepted. Incomplete applications, or applications that do not follow the specified application guidelines will be considered ineligible.

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EXHIBITION PROPOSAL FORM

I. APPLICANT INFORMATION:

| | |
|---------------------------------|--|
| Individual Organization/Name: | |
| Lead Applicant Name: | |
| Lead Applicant Mailing Address: | |
| City, State, Zip: | |
| Phone: | |
| E-mail: | |
| Website: | |
| Alternate Contact Name: | |
| Phone: | |
| Email: | |

II. EXHIBITION INFORMATION:

Title of
Exhibition: _____

Curator: _____

III. Media (Please check all that relate to the proposal):

- | | | |
|---------------------------------------|---|------------------------------------|
| <input type="checkbox"/> Drawing | <input type="checkbox"/> Painting | <input type="checkbox"/> Video |
| <input type="checkbox"/> Installation | <input type="checkbox"/> Mixed-media | <input type="checkbox"/> New Media |
| <input type="checkbox"/> Photography | <input type="checkbox"/> Printmaking | <input type="checkbox"/> Sculpture |
| <input type="checkbox"/> Performance | <input type="checkbox"/> Other (specify): _____ | |

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IV. Total Project Budget: _____

Lead Source of Funding: _____



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V. DEMOGRAPHIC INFORMATION:

Please check all that apply for participating artists. Your response to these questions is optional. All responses will be kept anonymous and confidential. This information does not affect eligibility or the review process.

- | | | |
|----------------------------------|---|---|
| <input type="checkbox"/> African | <input type="checkbox"/> European/Caucasian | <input type="checkbox"/> Pacific Islander |
| <input type="checkbox"/> Asian | <input type="checkbox"/> Bi/Multi-Racial | <input type="checkbox"/> Disabled |
| <input type="checkbox"/> L/G/B/T | <input type="checkbox"/> Latino | <input type="checkbox"/> Native American |
| <input type="checkbox"/> Woman | <input type="checkbox"/> Other (specify): _____ | |

VI. ADDITIONAL INFORMATION:

Does the individual/organization serve a culturally specific or underserved population? If so, please describe, including district:

VII. How did you find out about the program at SOMArts?

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> SOMArts Website | <input type="checkbox"/> SOMArts Mailings | <input type="checkbox"/> SF Arts Commission | <input type="checkbox"/> Visited Gallery |
| <input type="checkbox"/> Facebook | <input type="checkbox"/> Twitter | <input type="checkbox"/> Word of Mouth | <input type="checkbox"/> Other_____ |

VIII. ATTACHMENTS:

Please make sure to include the following supporting documents along with this form.

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- a) Exhibition Proposal Form
- b) Work Sample Disclaimer & Letter of Intent
- c) Work Samples—up to 10 images or 5 min. video (CD or DVD format)
- d) Work Sample Index
- e) Project Budget
- f) Proposed Exhibition Layout
- g) Current CV/Resume
- h) Commons Application Question Responses