



FY18 Art Acquisition Guidelines

For activity occurring between July 1, 2017– June 30, 2018
Application Deadline: October 13, 2017

Applications must be submitted by email

Vision

The Oregon Arts Commission envisions a future where communities celebrate creative expression, artists and arts organizations thrive through robust public support, the arts are recognized as an essential economic driver and Oregon is recognized as a leader for equity and inclusion in the arts.

Mission

To enhance the quality of life for all Oregonians through the arts by stimulating creativity, leadership and economic vitality.

The Ford Family Foundation's Visual Arts Program

The Ford Family Foundation established its Visual Arts Program to honor Hallie Ford's (1905-2007) interests and legacy in the visual arts. The goal of the Program is (1) to accelerate an enhanced quality of artistic endeavor and body of work by Oregon's most promising mid-career visual artists and; (2) to improve Oregon's visual arts ecology by making strategic investments in Oregon institutions that further the progress of these artists. The Program includes multiple funding components, in addition to Arts Acquisition Funding.

Purpose of the Art Acquisition Grants

The Ford Family Foundation's Art Acquisition Program, managed by the Oregon Arts Commission, provides resources to Oregon visual art institutions and public visual arts collections for the purpose of acquiring seminal works by Oregon visual artists to preserve public access to them and to provide support for the artists and to the visual arts institutions that support their work through acquisition and exhibition.

Eligibility

Applicants for Art Acquisition funding must meet the following criteria for eligibility:

- Be an Oregon visual arts institution or public visual arts collection with IRS 501(c)(3) federal tax-exempt status (organizations maintained under a fiscal sponsorship are not eligible to apply) and have corporate, non-profit status in the state of Oregon or
- Be a unit of government or a federally recognized tribe

Applicants must also:

- Demonstrate a commitment to the exhibition, documentation and preservation of works by Oregon visual artists
- Operate in a facility with an appropriate secure and climate-stabilized environment in which to exhibit and store works acquired through this program to preserve them for future generations
- Provide reasonable public access to their collection
- Recognize The Ford Family Foundation's contribution to the institution's ability to acquire the work(s)
- Alert and seek approval of any proposed deaccession of acquired work(s) and provide for an alternate recipient through "restricted" gift provision

Preferences

- Artworks are preferred to be publicly exhibited within two years of acquisition
- Requests for acquisitions that align with significant upcoming exhibitions will receive special consideration

Limitations

- Art Acquisition funds will not fund the reimbursement of previously purchased work
- Up to two applications may be submitted per organization per funding round. Organizations will have an opportunity to specify their priority request in the application. The panel may recommend funding one, two or none of the requests, or may recommend funding other than the organization's priority
- Only one existing artwork (or grouping, if the works were intended to be formally exhibited as one work) may be proposed for acquisition per application. Commissions for future works will not be competitive
- The artwork proposed must be placed on hold by the owner/dealer for two months from time of grant deadline to notice and up to four months for payment. Confirmation of this is to be uploaded with application materials
- Funds may be used to purchase, transport or prepare works for exhibition. Storage, public access or documentation costs not eligible
- Grant funds will not be distributed until all additional funds needed for the purchase of the artwork have been secured. For this reason, applicants are encouraged to plan a fundraising strategy related to other sources of funds that may be implemented quickly

Review Criteria

This is a competitive grant program. Applicants must clearly address each point within the review criteria. Applications will be evaluated against the following review criteria:

Artistic Merit (0 to 60 points as allocated below)

- Artistic merit of the artwork intended for purchase. (0 to 40 points)
- Significance of the artist who created the work intended for acquisition, evidenced by the artist's resume or biographic summary. (0 to 20 points)

Appropriateness/Impact (0 to 35 points)

- Appropriateness of the work to the institution's mission and its impact to the collection.
- Impact of the work to the community, as described in plans for public access, exhibition and publication.
- Associated exhibition plans for the artwork are meaningful to the institution/community and deepen public understanding and discourse for the artwork, as described in plans for public access, exhibition and publication.

Budget (0 to 5 points)

- Appropriateness of the cost associated with the proposed acquisition.
- Evidence of other funding sources, including applicant cash, for the proposed purpose.

Grant Awards

The Arts Commission will award up to \$98,622 in Art Acquisition grants in FY2018. Grants will be awarded to fund a portion or all of the work for purchase, with a strong preference for leveraging other funding on a matching basis.

Deadline

Completed applications must be submitted by email no later than 5:00 pm, October 13, 2017 at 5pm. Please complete all fields in the application and return by email to Arts.Comm@oregon.gov.

Assistance

Assistance from the Arts Commission staff is available to applicants. Contact Meagan Atiyeh, Visual Arts Coordinator, 503-986-0084 or meagan.atiyeh@oregon.gov. For technical questions, contact Kat Bell (503) 986-0082 or kat.bell@oregon.gov. Copies of these guidelines are available from the Arts Commission or on-line at www.oregonartscommission.org.

Access Compliance

Any entity that provides services to the public must certify that it complies with the Americans with Disabilities Act of 1990, 42, USC Sec. 12101, et seq. and the organization agrees not to discriminate on the basis of race, creed, religion, color, sex, marital status, political opinion, familial status, national origin, age, gender, mental or physical disability, sexual orientation, military status, gender identity and source of income or disability status. The Arts Commission provides assistance to Oregon arts groups on issues of access. Contact the Assistant Director David Huff at david.huff@oregon.gov or 503-986-0086 for information or assistance. TDD Assistance is available at 800-735-2900.

Application Review Process

Arts Commission staff will review applications submitted for eligibility, completeness and budget accuracy.

The Arts Commission may request an opportunity for the work to be viewed in person by one of its staff members or by members of the review panel between October 14 and November 8, 2017. Please indicate if this is possible, and if you are able to assist in its viewing, as requested in the application. If the work is more easily viewable prior to this date (or to the application deadline) please notify the Commission.

Arts Commission staff and a review panel will review each application according to the review criteria listed above and make final recommendations for funding to the Arts Commission and the Foundation.

Final Reports

Because the Oregon Arts Commission tracks the effectiveness of its grants and programs, organizations receiving grants must complete a final expense and narrative report. Grant reports must be submitted within thirty (30) days of the completion of the grant period. No future grant awards will be processed until an organization is current on all final reports.



FY17 Art Acquisition Application

Please complete all fields in this application and return by email to Arts.Comm@oregon.gov with required attachments, no later than 5:00 pm, October 13, 2017.

1. Grantee Information

Organization					
Name and Title of Primary Contact					
Mailing Address of Organization					
City		OR	[Redacted]	County	
Phone		Email			

2. Summary Section

Artist Name		Birth (and death) year	
City of Residence (if living)			
Title of Artwork		Year	
Dimensions		Edition, if any	
Media			

Is the work framed/prepared for exhibition?		Market Value	
How was the value determined?			

Is it possible for the Arts Commission to arrange for staff or panel members to view the work prior to November 8? If Yes, please describe the location and the process to schedule its review. (150 characters)	
Is the intended exhibition space climate (temperature and humidity) stabilized? If Yes, please describe. (150 characters)	
Are precautions taken to avoid UV damage to the work? If Yes, please describe. (150 characters)	
Does the structure have a fire alarm system?	YES NO
Does your building have a security alarm?	YES NO
Is it connected to a security company or the local police?	
How are the collections and exhibit spaces monitored? (150 characters)	

2. Narrative Section

Audience/Institution (1000 characters)

- Describe your institution’s mission/vision.
- Describe the audience typically visiting your institution, including size of membership.
- Describe the fees for admission to your institution.

Artist whose work is proposed for acquisition (1000 characters)

- Provide a brief artist biography (a complete resume or bio will be uploaded)
- Why is it important to preserve access to work by this particular artist?

- How many works by this artist are currently included in your collection?

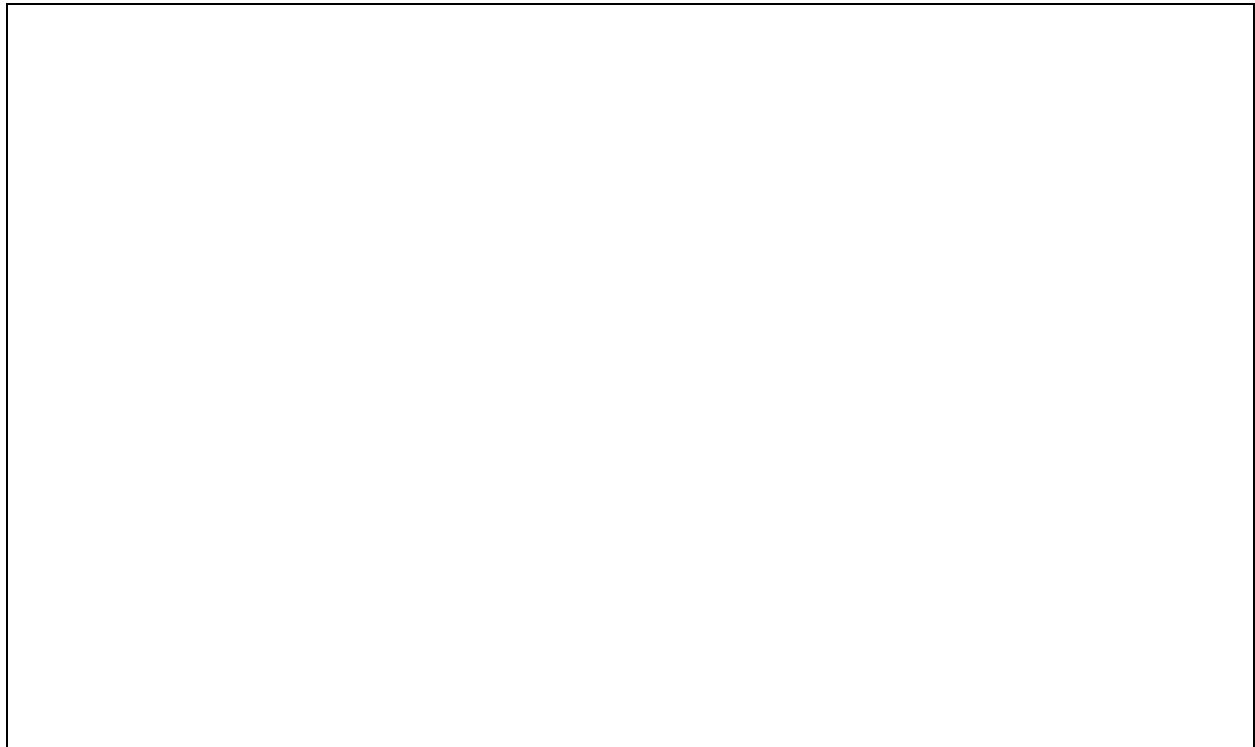
Artwork proposed for acquisition (1500 characters)

- Why is this particular work sufficiently significant to be preserved for public access?
- Describe your institution's collection and how the proposed acquisition aligns with, deepens, expands or complements it.

Public access to the work of art proposed for acquisition (2000 characters)

- The Ford Family Foundation prefers the acquisition be aligned with a significant exhibition that deepens public understanding and discourse for the artwork (either as a group or solo exhibition).

- The Ford Family Foundation prefers this work be publicly exhibited within two years of acquisition. Will your institution meet this request? If not, what factors limit this possibility?
- In what context do you plan to display the work for public viewing? How often and when is the work expected to be displayed?
- Will you make provision for access to the work when it is not publicly displayed?
- Will the exhibition of the work require additional accessibility (ADA) enhancements or services?
- What is your proposed loan policy for this work?
- Will the work be viewable in an online gallery?
- Will the work be included in a catalog or other publications?



4. Support Material (linked)

Please prepare the following materials in a file sharing folder (i.e. Dropbox or Google Drive) and send one or more url links to reach the files. Complete the file description form below.

Up to ten (10) .jpg images. Files should be saved with applicant name and number, i.e “Museum01.jpg” Size approximately 1920 pixels on the longest dimension at 300dpi, to include:

- At least two (2) views (or one view and additional details) of the intended artwork, ordered as the first and second slides. Use additional views if you feel it benefits the work.
- Examples of other works by the artist.
- At least one (1) view of the exhibition space where the work will be displayed, ordered as the next slide.
- Sample of publications that relate to any plans for documenting the proposed acquisition.

#	Filename	URL	Description
1		(if one url leads to all files insert here)	(intended artwork)
2			(intended artwork)
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			

3. Support Material (attached)

Please prepare the following materials to submit as attachments with this narrative form:

- Letter of confirmation from seller of artwork (dealer or, if no dealer, artist) confirming that the work be placed on hold from the application deadline to two months for notice and up to four months for payment. As PDF file.
- Resume or bio summary of the artist whose work is proposed for acquisition. As PDF file.

4. Budget Form

In the “Description” column, briefly describe the expense or the revenue. A brief narrative section is provided for additional information. If additional funds are needed to be raised to complete the purchase of the artwork or to prepare the work for display, please describe briefly here. **Please note that *some* applicant cash in the form of institutional funds or discounts to public collections offered by the seller (preferably the former or both) are required, beginning this grant cycle.**

Note: Do not use commas or other symbols, the form will automatically include these, as well as calculate the totals.

Budget Information

Category	Description	Amount
EXPENSES		
Market Cost, Artwork		
TOTAL EXPENSES		
REVENUE		
Applicant Cash		
Other Sources (including discounts from dealer)		
Grant Requested	Art Acquisition Funds	
TOTAL REVENUE		

Signature of Authorizing Official		Date	
Printed Name of Authorizing Official			
Title of Authorizing Official			