

GREATER MILWAUKEE FOUNDATION'S MARY L. NOHL FUND

SUITCASE EXPORT FUND FOR VISUAL ART 2011

GUIDELINES

The Suitcase Export Fund provides support for visual artists who are exporting their work for public display outside the four-county area (Milwaukee, Waukesha, Ozaukee, Washington). The Fund operates on an annual cycle, disbursing awards in response to demand until the funds for that cycle are exhausted.

In this cycle (December 2011-November 2012), there is \$10,000 to disburse to visual artists. Requests will be considered in the order received. Every attempt will be made to notify applicants of a decision within four weeks. There is no application deadline, but artists must apply **prior** to the opening of their exhibition or screening.

The cycle has been divided into two parts to ensure that funds remain available to applicants throughout the year.

- Beginning **December 1, 2011**, requests for exhibitions/screenings commencing between December 2011 and November 2012 will be considered periodically until a total of \$5,000 has been expended.
- Beginning **June 1, 2012**, requests for exhibitions/screenings commencing between June 2012 and November 2012 will be considered periodically until a total of \$5,000 has been expended.

THE FUND PROVIDES SUPPORT IN THREE AREAS:

- **transportation of the work** (packing/shipping/insurance)
- **transportation of the artist** (travel only; no food or lodging)
- **promotion** (in those cases where the artist is required to provide their own promotion)

ELIGIBILITY

- Only professionally active, originating visual artists are eligible to apply.
- Full- or part-time students are not eligible to apply.
- Applicants must have resided in the four-county area for the twelve months prior to application.
- Applicants who receive an award in the 2011 cycle will not be eligible to apply again until the 2013 cycle.
- Current Nohl Fellows are not eligible to apply.
- Applicants must provide proof of commitment of sponsor (a letter from the gallery, museum, festival, etc.). Venue must be open to the public.
- Applicants must provide examples of work being exported. Please provide two jpegs (media artists may submit stills). Work samples will be kept to document the activities of the fund. Do not submit files larger than 1 MB.
- Applications must be submitted prior to opening of exhibition/screening.

APPLICATION PROCESS

Eligible individuals may apply by completing the attached application form and questions and sending with the necessary supporting documentation (jpegs & letter of invitation) via email to:
pmorris@lyndensculpturegarden.org

- Put "Suitcase Fund" in the subject line.
- Supporting materials may be scanned or submitted as text files.
- Letters of invitation may be emailed directly by the sponsoring organization. Please put "Suitcase Fund" and name of artist in the subject line.

FINAL REPORT

Grantees are required to submit a final report and documentation of the event supported by the Suitcase Export Fund. Awardees who fail to submit a final report will not be considered for future funding.

QUESTIONS?

Contact Polly Morris via email at **pmorris@lyndensculpturegarden.org** or at **(414) 446-8794**.

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You may fill this application out by hand (legibly) and scan or may reproduce the information in a text document.

APPLICANT INFORMATION

Name: _____

Address: _____

City: _____ State: ____ Zip: _____

County: _____

Phone: _____

Email: _____

EVENT INFORMATION

Sponsor: _____

Organization Name (Gallery, Festival, Museum): _____

Contact Person: _____

Address: _____

City: _____ State: ____ Zip: _____

Phone: _____

Email: _____

Dates: _____

REQUEST

Amount Requested

\$ _____ Transportation of work (max. \$700)

\$ _____ Transportation of artist (max. \$700)

\$ _____ Promotion (max. \$200)

\$ _____ TOTAL AMOUNT (max. \$1,000)

_____ Date funds required

PURPOSE OF REQUEST

___ GALLERY EXHIBITION: solo or group (circle one)

___ MUSEUM EXHIBITION: solo or group (circle one)

___ FESTIVAL

Please answer the following questions on a separate piece of paper in a standard 12 point font. Do not exceed one page. Label the page with your name.

1. Briefly describe the event for which you are requesting support and your involvement in it (number of pieces/ screenings, onsite activities, etc.).
2. Please provide an itemized budget for the requested funds. If you are requesting travel support for yourself, please explain why is it important for you to be present at the exhibition/festival.
3. Please describe your access to other forms of support for this project (i.e., sponsor support, grants, home institution support). Note whether you have already received, or expect to receive, any of this support.
4. What will you do if you do not receive the full amount requested?

Please attach a letter of commitment from the sponsoring organization.

I certify that representations made in this application are true and complete to the best of my knowledge, and that the work sample submitted accurately represents my own work. The Greater Milwaukee Foundation, the University of Wisconsin-Milwaukee Peck School of the Arts, and Visual Arts Milwaukee! have my permission to use my work sample, or a portion thereof, for publicity or educational purposes.

Applicant Signature: _____ Date: _____