



Wayne County Community College District
 School of Continuing Education
 Brown and Juanita C. Ford Art Gallery



2017-18 CALL FOR PROPOSALS

Faculty and Staff



Theme: Living in the Moment
Submission Deadline
May 20, 2017

The Wayne County Community College District Brown and Juanita C. Ford Art Gallery seeks to maintain a consistent set of standards for all exhibitions and displays within the gallery, as well as, the gallery's Mission Statement.

Wayne County Community College District Brown and Juanita C. Ford Art Gallery Mission Statement

The mission is to foster engagement with our local communities by providing regional, national, and international cultural diversity and equity through quality exhibitions, educational programming and experiences.

Wayne County Community College District Brown and Juanita C. Ford Art Gallery
 801 W. Fort Street, Detroit, MI 48226, phone: 313-496-2704, email: artgallery@wccd.edu

Upload to the Digital Drop Box at: <https://www.dropbox.com/request/R03i5GuxWSMxyCEG4vLP>

**Wayne County Community College District
Brown and Juanita C. Ford Art Gallery
2017-2018 Call For Proposal Faculty and Staff
Submission Deadline May 20, 2017**

Wayne County Community College District Brown and Juanita C. Ford Art Gallery:

The Brown and Juanita C. Ford Gallery at Wayne County Community College District strives to be an important instructional resource for students and a cultural asset to our District's 32 local communities. The Gallery is dedicated to promoting art appreciation through its exhibits of various forms of art and accompanying programs. The Brown and Juanita C. Ford Galleries are located Downtown, Downriver, Northwest and Western campuses.

Call For Proposal Process:

The Wayne County Community College District Brown and Juanita C. Ford Art Gallery welcomes exhibition proposals and portfolios of artwork for consideration. Submissions are accepted and reviewed by the Wayne County Community College District Brown and Juanita C. Ford Art Gallery Committee.

Call for Proposals will be posted on the Wayne County Community College District website and e-mailed to the established database, and marketed to the artist community.

If questions arise after submission of proposals, communications shall be in writing to the committee chair. The committee ensures fair and consistent practices are followed and consistency maintained for all respondents.

Upon receipt of requested proposals, the Wayne County Community College District Brown and Juanita C. Ford Art Gallery Committee will review the proposals based on criteria and corresponding weights based on the initial goals of the proposal. The committee will evaluate and score each respondent's qualifications, scope of work and exhibition.

Late Proposals:

It is the applicant's responsibility to ensure that their proposals are received to the committee representative no later than the appointed time and date as specified on the Call For Proposal. Late proposals will not be considered and will not be opened

PLEASE NOTE: DO NOT SEND ORIGINAL ARTWORK OR VALUABLE/IRREPLACEABLE MATERIALS. Submitted materials will be handled with care, but the Brown and Juanita C. Ford Gallery does not assume responsibility for lost or damaged materials.

To Submit your artwork, please use our Dropbox at the link below:

<https://www.dropbox.com/request/RO3i5GuxWSMxyCEG4vLP>

Instructions to use Dropbox

1. Click **Choose Files**.
2. Select documents or pictures you are submitting. For multiple pictures or files in a folder: Open folder and "Select All" (CTRL A).
3. Click **Open**
4. If additional files are to be added, Click **Add Another File**. Repeat steps 2 and 3 above. Continue until all of your selections have been added.
5. Insert your **First Name** and **Last Name**.
6. Insert your **Email Address**.
7. Click **Upload**.

**Wayne County Community College District
Brown and Juanita C. Ford Art Gallery
2017-2018 Call For Proposal Faculty and Staff
[Submission Deadline May 20, 2017](#)**

Name of Artist:
Address:
City, State & Zip:
Cell Phone Number:
Email Address:

1. Include an explanation of how the exhibit complements, enhances, and fulfills the Wayne County Community College District Brown and Juanita C. Ford Art Gallery's Mission Statement.
2. Describe the theme, content, time and duration of the proposed exhibition. If no duration restrictions, please specify.
3. List any the educational activities and/or programs included in the exhibition, if applicable.
4. Artist Resume or Bio (*website links are appropriate*)
5. Provide a list of the types of materials to be exhibited, i.e. photographs, illustrations, art or other visual graphics, documents, ephemera, three-dimensional objects. Attach 5 – 10 samples (slides, digital, or other prints, or reasonable facsimile) of the work to be exhibited

Check List:

1. Did you include a Proposal Narrative (*no more than a total of 2 pages*):
 - Aligns with Mission Statement
 - Theme, content, time and duration
 - List of educational activities, if applicable
2. Artist Resume or Bio (*no more than a total of 2 pages*)
3. List of proposed work
 - Attach 5 – 10 samples (slides, digital, or other prints, or reasonable facsimile) of the work to be exhibited.

Send Proposal Submission to: <https://www.dropbox.com/request/RO3i5GuxWSMxyCEG4vLP>

Or
Wayne County Community College District
School of Continuing Education – Attn: Shawna J. Forbes
801 W. Fort Street
Detroit, MI 48226

For more information please call 313-496-2704
or

Email: Artgallery@wcccd.edu