



## ArtSpace Gallery Submission Guidelines

Staten Island Arts' ArtSpace Gallery seeks proposals for four exhibits/projects annually (installed for 12 weeks) and 2-4 related public programming/workshops (45 minutes to full day) **that investigate and explore issues relevant to Staten Islanders and New York City.** Especially encouraged are **place-based projects** that work with ideas of **cultures and communities in an integrated and accessible way** and that help communities become more **livable, sustainable, and/or socially engaged.** Programs could focus on topics that nurture and heal communities; educate and inform us about ourselves, our history, and our world; build and improve community capacity or infrastructure; or inspire and mobilize individuals or groups.

ArtSpace is located in a ground-floor retail space within a new development in Stapleton (Urby) with direct bus and Staten Island Railroad train service. According to the most recent census information, the Stapleton neighborhood has approximately 26,596 residents, constituting about 5% of Staten Island's overall population (471,522). The U.S. census data reflects that 30.4% are Latino or Hispanic, 40.8% are Chinese, and 19.3% of the population is Black or African American. Approximately 1/3 of the population of Stapleton identifies as being born outside of the United States, with just under 50% of the residents identifying themselves as "not a U.S. citizen." Read more US Census information at the [NYC Department of City Planning's website](#). Also consider reading the [Future Culture Initial Recommendations](#) document to learn more about the North Shore cultural communities.

### **ArtSpace encourages proposals that include one or more of the following:**

- ❖ Exhibition elements and/or public programs that allow audience participation, especially participation in the creation of art.
- ❖ A strong place-based focus in theme or concept (responding to the harbor, Staten Island's plentiful green spaces and environment, or a lesser known segment of Staten Island history, for instance).
- ❖ The direct voices of communities, especially youth, persons of color, seniors, and persons with disabilities.
- ❖ Multiple points of entry/accessibility to the program content, so that different ages and levels of experience can find a way to understand/appreciate the program.
- ❖ Programs that tackle underlying assumptions to problems, issues, or current events.

All media are considered, but please note that because of the public nature of the site, all programs must be appropriate for viewing by all ages. Projects are typically installed for a duration of 12 weeks. Workshops can take place Monday-Saturday and can range from 45 minutes to a full day. Submissions are reviewed based on quality, creativity, concept, applicability to our mission, as well as gallery availability.

Proposals are accepted on a rolling basis and reviewed quarterly by the Staten Island Arts programming team. Incomplete proposals might not be reviewed. **Quarterly deadlines are: November 1, February 1, May 1, August 1.** Accepted proposals will be notified via email within 2-3 weeks of deadlines to set up a time to discuss their exhibition details. **Questions/Concerns and all proposal materials should be sent to: [galler@statenislandarts.org](mailto:galler@statenislandarts.org)**

# Exhibit Proposal Components:

1. Inquiry Form
  - a. Contact Information
  - b. Proposed Show Details
    - i. Describe the exhibit you are proposing (100 words)
    - ii. Artist/Curatorial Statement
    - iii. Featured Artist(s) – including name and medium.
    - iv. What connects the work to the mission and guidelines of the ArtSpace Gallery?
    - v. Propose 2-4 public programs to activate the space and accompany your exhibit/project.
    - vi. Describe any community connections to your work.
    - vii. Experience and/or CV.
2. Portfolio/Work Sample
3. Gallery Template Mockup

## WORK SAMPLE GUIDELINES

Work samples are arguably the most important part of your proposal. They capture an artist's unique sensibility and area(s) of interest, **specifically as it relates to the proposal.**

Take time in selecting and editing your work sample description to specifically demonstrate to the programming team your level of professionalism, proficiency, and the ways in which the work sample is **specifically related to the work you are proposing.**

**Don't assume programming team will see the connection.** The aim is to bring the panel as close to the actual experience of being in your audience as possible and to demonstrate that you produce high-quality programs/work.

***So you're asking yourself, "What should I submit...?"***

- ( ) Visual Artist, Curator or Designer (Images)
  - Up to 8 digital images using the following specifications:
    - Dimensions: No larger than 1240 pixels x 1240 pixels
    - Resolution: 72dpi
- ( ) Choreographer, Installation artist, dancer, theatre director, performance ensemble or artist (Video Link)
  - One 5-minute video of previously completed work. We highly recommend an excerpt highlighting a few different works, but the total length must not exceed 5-minutes.
  - Must focus on the work of the applying artist(s) only.

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