



The John Nicholas Brown Center for Public Humanities and Cultural Heritage maintains an active program of exhibitions developed by Brown University students, faculty and staff, and by artists and humanities practitioners from the Providence area and beyond. The Center welcomes proposals for exhibits that examine the intersections of history, visual and performing art, technology, culture, and politics.

Exhibit Galleries and Spaces

The *Carriage House Gallery* is 19 feet by 25 feet (475 sf). This gallery contains several windows, which can be left uncovered, or they can be partially or fully covered by exhibit panels. The gallery also includes a built-in shelf for a computer monitor. The space can be adapted for audio and video content.

The *Garage Galleries* are two former garage spaces with concrete floors and walls made of brick, plywood, and Homasote. The garage doors and overhead tracks are intact. The galleries measure 12 feet by 22 feet and 11 feet by 24 feet, for a total of 530 square feet. The garage galleries may be used separately or together.

The *Hallway* display space provides 14 feet of wall for display of two-dimensional graphics, and a 3-foot by 5-foot built-in wall cabinet appropriate for small objects or framed images. Opposite this wall is a long expanse of window that admits bright sunlight. This space is most appropriate for short-term displays.

Exhibition Proposal

Exhibit curators must submit an **exhibit proposal form**. All exhibit proposals must be reviewed and approved by the John Nicholas Brown Center based upon exhibit content and limitations of time and space. Priority is given to proposals from students in Brown University's Public Humanities program.

Exhibit proposals should be up to 500 words in length and should include a project description, timeline, space requested, reference images and a budget. We ask that all exhibitors plan 1-2 public events while the exhibition is up with a partner organization at Brown or in the community, such as an exhibition opening, a gallery talk or a closing event. Please describe this/these event/s in the proposal and list your partner. You should already have confirmed this with your partner before submitting your proposal. While exhibitions may range from a few days to a few months, most exhibitions at the Center for Public Humanities are installed for 4-6 weeks. Proposals are submitted and reviewed on a rolling basis, but must be received at least 8 weeks prior to the proposed exhibition installation date.

Delivery, Installation and De-installation

Use of the galleries and hallway is free of charge. The John Nicholas Brown Center will provide limited staff assistance and tools, but installation and de-installation is the sole responsibility of the exhibit curator. All exhibit components and installation supplies are the responsibility of the exhibit curator.

The exhibition curator is responsible for transporting all works of art to and from the Gallery at his/her own expense unless agreed otherwise. The curator is responsible for any damage done to the work during its transportation, and is the curator's responsibility to remove or store all packing materials that may be included with the delivery from the Gallery prior to the exhibition opening.

All installation methods and materials must be approved by the Center. Staff will recommend appropriate alternatives if necessary. All work must be removed from the Gallery on the de-installation date, and the Gallery

must be returned to the state it was in prior to the exhibition. Any work not collected by the curator on the de-installation date will be removed from the Gallery and disposed of.

Restrictions and Limitations

The Carriage House and Garage Galleries do not provide museum-quality security or climate control. The Hallway is exposed to high levels of UV light. Staff is not present during all open hours of the galleries. Irreplaceable works of art and artifacts are not appropriate in any of these gallery and display spaces.

The galleries may be painted following the specifications of exhibit curators at their expense. The Carriage House Gallery and Hallway must be professionally painted. All spaces must be painted in neutral colors approved by the Center, or be repainted at the curator's expense following the closing of the exhibit.

Insurance

Brown University will insure works of art, artifacts, prints, graphics, and electronic components that are owned by students, faculty, or non-Brown University affiliated lenders for items displayed in the John Nicholas Brown Center galleries. Items must exceed \$5,000 in value, Curators must submit an **inventory form** including appraised or assessed values, and a **loan agreement** must be executed with the John Nicholas Brown Center. Lenders may also insure items on their own.