

SITE TWO COMMUNITY GALLERY

Highlighting outreach focused exhibitions from the local partner organizations

About

The site two annex space of the Torpedo Factory Art Center is energized by partnering with external organizations, non-profits, or curators with the goal to highlighting artists and projects that improve our local community through art.

Site Two Community Gallery is the common space consisting of curved cinderblock walls on the second floor near the elevator and the wall under the exit seen from the 2nd floor landing. The Art Center will provide administrative support to the coordinator from the partnering institution or project.

The Site Two Community Gallery offers a very compelling exhibition space for a duration of two-three months, depending on demand. The goal of the Site Two Community Gallery is to:

- Highlight exhibitions and art that focuses on the betterment of the community
- Collaborate with external organizations or projects
- To support community engagement

Applications will be reviewed in order of submission. Exhibitions will rotate on a 2 – 3 month basis. The available dates exhibition dates and timeline is listed below (subject to change):

February – April 2019, July – September 2019, October – December 2019

Eligibility

- An exhibition proposal with from an organization, project, program focused on improving the local community through art
- Must be a local institution (within Northern Virginia or the greater DC metropolitan region)
- Must have a dedicated coordinator from the organization that will be the Art Center's main point of contact and organizer

For questions and to submit a proposal:

Contact: Leslie Mounaime

Phone: 703-746-4590

Email: leslie.mounaime@alexandriava.gov

Site Two Community Gallery Proposal Checklist



- Title of exhibition and exhibition proposal
- Exhibition/Organization Statement
- Curator's bio (if applicable)
- Up to 5-10 high res (300 DPI) images of the art to be displayed part of the exhibition if artwork currently exists, sketches if work is in production, or examples of past exhibitions
- Timeframe of availability (exhibitions will rotate on a 2 to 3-month basis)

The Exhibition Coordinator will

- provide a written proposal for an exhibition with as much lead time as possible
- manage the installation and deinstallation of the exhibition with Art Center staff assistance as needed
- provide label and wall text information to Art Center representative in a Word Doc format
- produce a reception during a Late Shift event, which takes place on the 2nd Friday of every month
- sign the Loan Agreement as provided by Art Center staff
- be responsible for sales (if applicable)
- not remove art until the end of the exhibition
- help promote the exhibition
- have all public text and graphic design approved by the Art Center

The Art Center representative will

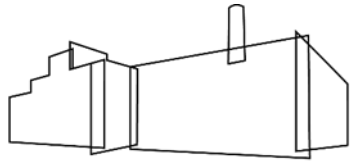
- receive and approve complete proposal
- approve and set dates
- create Loan Agreement to be signed by Exhibition Coordinator
- print labels and wall text
- help promote the exhibition via website, social media, and e-newsletters
- have final approval of the exhibition installation

Sales and Insurance

- The artist(s) will receive 100% of the sales unless specifically requested for the Art Center to handle their sales. If so, the Art Center will take a 30% commission on the sale. Contact information for sales must be included when submitting content for the labels.
- The Artwork is uninsured in the Site Two Community Gallery, the Torpedo Factory Art Center and City of Alexandria is not responsible for any damages to the work.
- Site Two Community Gallery is a public unmonitored exhibition space and therefore safety and display considerations must be agreed upon by the Exhibition Coordinator and Art Center staff

Limitations

- No work may exceed 60 inches (5 ft) in any dimension
- No work may exceed 50lbs



TORPEDO FACTORY ART CENTER

- All work must be ready to hang and compatible with the wire hanging system (I.E. wire, D-Rings, or using clips if the work is an unframed print)
- Artwork mounted behind glass is discouraged
- 3D proposed artwork must plan for the work to be on display along the wall in a public unmonitored space