

## **Exhibitions: Supplemental Grant Guidelines**

These guidelines for the creation of an exhibition are a supplement to the Action Grant and Humanities for All Grant guidelines. Applicants may apply for an indoor interpretive exhibition that is either permanent or temporary.

Projects must include:

- Humanities-based approach
- Involvement of a Humanities Scholar
- At least one public event that features a speaker on a topic related to the exhibit

### **Special Guidelines**

In preparing the grant application, follow the instructions for an Action Grant or Humanities For All Grant. A document that addresses the following items must be uploaded to the ATTACHMENTS section of the online application.

1. Provide a brief explanation about the interpretation of the exhibition topic. Exhibits funded by HK use artifacts, documents, and images to inform viewers about a specific story. Exhibits include a compelling narrative that explains the significance of the material presented. The exhibit offers different perspectives, connects the images and objects to a story, and encourages viewers to think about why this information is important.
2. An exhibit walk-through summarizes the proposed content of each major section. This includes sample wording for at least one label, as well as a graphic layout of the exhibit.
3. A brief bibliography of the primary and secondary sources used as a basis for the exhibit script.

Grant funds CAN be used for:

- Humanities scholar honoraria and travel for project consulting or exhibition script review
- Salaries for temporary or part-time staff necessary to carry out the project, such as interns, researchers, exhibit designers, or technical consultants
- Travel costs associated with research trips to archives
- Permission or reproduction costs for images or artifacts to be used in the exhibition
- Graphic design, mounting, framing, and other fabrication expenses, including subcontracts with an exhibit production entity
- Panels, Plexiglas, or other materials needed for exhibit mounting
- Gallery guides or brochures to accompany an exhibit
- Promotion of the exhibit, including banners, posters, mailings, and other marketing
- Humanities speakers and public programs held in conjunction with the exhibit
- Costs of packaging and shipping the exhibit, if multiple sites are involved

HK grant funds CANNOT be used for:

- Prefabricated exhibit cases
- Structural modifications of the building. Painting of exhibit gallery.
- Track lighting or other exhibit space lighting
- Mannequins or 3D replicas

### **For More Information**

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