

China Institute Gallery Request for Proposals

China Institute (est. 1926) welcomes exhibition proposals on an ongoing basis. China Institute Gallery presents world-class exhibitions of artistic, historical, cultural and scholarly significance that offer the public new insight about China through appreciation of its art and culture. Over its 50-year history, the Gallery's exhibitions have received widespread critical and public acclaim.

Proposals may address art, culture, history and/or design as they relate to Greater China. We seek thematic exhibitions that are intellectually engaging, inspiring and accessible to broad audiences—they must provide new insight into China that advances China Institute's mission to deepen understanding.

All proposals should include a budget that reflects a practical understanding of the funding requirements associated with presenting a world-class exhibition, accompanying catalogue, and public programs. A list of potential exhibition funders should also be included—individuals, foundations, corporations, and/or government agencies. Please see the enclosed RFP for additional requirements.

China Institute Gallery reviews proposals twice a year in the Spring and Fall. Proposals are accepted throughout the year, but must be received at least 6 weeks prior to the next Gallery Committee Meeting date for consideration in the Meeting (please contact us for upcoming meeting dates). Proposals may be submitted via email to Ms. Insher Pan: wpan@chinainstitute.org.

We look forward to receiving your proposal.

Sincerely,



James B. Heimowitz
President, China Institute



Willow Weilan Hai
Director, China Institute Gallery

China Institute Gallery Exhibition Proposal

Exhibition Title:
Curator(s):
Proposed Exhibition Dates:
Date Submitted:

All proposals must include the following elements:

- Cover letter describing the curatorial intent of the exhibition
 - Completed application form (please see below)
 - Project budget (listing both expenses and potential contributed support)
 - Resume(s) of the exhibition curator(s)
 - A checklist of proposed objects/artworks
- 1) Working Title and Exhibition Description, 1-2 pages:
 - 2) Proposed Exhibition Dates:
 - 3) Source of Exhibition Items (collectors, institutions, etc.); include draft exhibition checklist with a minimum of 20 images:
 - 4) Exhibition Curator(s) biography and/or CV:
 - 5) Catalogue: essay contributor(s) names with brief details of content:
 - 6) Has the exhibition been presented by or is it under consideration by another institution?
If yes to either, please provide more information:
 - 7) Project Budget including itemized expenses and proposed sources of funding:
 - 8) Potential traveling venues:
 - 9) Recommendations for public programs and speakers to accompany the exhibition: