**Charles Redd Center for Western Studies Award for Exhibition Excellence**

**2019 ENTRY FORM**

October 4-7, 2019, Boise, ID

**Application Deadline: July 19, 2019 (emailed)**

|  |  |
| --- | --- |
| Name of Nominator |  |
| Title/Institution |  |
| Phone |  |
| Email |  |

|  |  |
| --- | --- |
| Institution |  |
| Institutional Annual Budget |  |
| Exhibit Title |  |
| Exhibit Budget (all known expenses, except staff costs) |  |
| Subject/Theme |  |
| Opening Date |  |
| Closing Date |  |
| Individual Contact/Title |  |
| Mailing Address |  |
| City/State/Zip |  |
| Phone |  |
| Email |  |
| Institutional Website |  |
| Exhibition Website  |  |

**ELIGIBILITY CRITERIA**

1. Eligibility is not limited by geographical location, size, budget, or discipline.
2. The exhibition must be a temporary exhibition with a defined closing date.
3. The exhibition must be open sometime during the period between July 20, 2018 and July 18, 2019.
4. The primary emphasis of the exhibition must be an aspect of the American West: i.e., West of the Rocky Mountains, including Alaska and Hawaii. Subjects may include the arts and humanities, social/historical studies, ethnic/native studies, and/or natural/ecological studies.
5. The exhibition must have a physical location open to the general public. The exhibition may be supplemented by film, website, and publications; however, at this time, these alternative media do not qualify as an “exhibition” on their own for the purposes of this award.
6. Preference will be given to exhibition that expand collective understandings of the American West; and to exhibition that promote collaboration with communities or organizations beyond the sponsoring institution.

**ENTRY REQUIREMENTS**

A. SUBMIT THE FOLLOWING INFORMATION

1. A brief narrative (500 words or less) that defines the following:
* The “big idea,” scope and purpose of the exhibition. Please address the eligibility criteria outlined above
* The exhibition’s target audience
* Total number of objects (if any) included in the exhibition
1. In 250 words or less, describe any associated programs, activities, media or publications created specifically for the exhibition.
2. Interpretive text samples (if any). Include ***no more than 3*** major concept texts, and ***no more than 3*** secondary labels or captions.
3. Budget summary stating the total project cost and cost of major subcategories. Do not include staff time.

B. SUBMIT THE FOLLOWING SUPPORTING VISUAL MEDIA

1. All entries must include ten (10) images of the exhibition installation.
2. OPTIONAL: Project Video (1 only). Digital video files must be less than 3 minutes and depict a sense of the exhibition as a whole. Link to an online video is preferred.

NOTE: Video or image links may be utilized as an alternate to submitting individual image file.

**HOW TO SUBMIT**

* Entries must be submitted completely as an attachment to one (1) email
* Please format text and images as one (1) PDF document attached to your email
* Include a completed Entry Form as the first page of your PDF submission
* For large files, links to DropBox or Google Docs may be utilized within your PDF document
* Any images not included in the PDF submittal must be in jpg format and be clearly captioned. Please do not send images over 72dpi/2.5 MB
* If including video, please consider posting the video to your museum website or YouTube account and including a link with your submission.

**Please submit entries or questions to:** **proposals@westmuse.org**

**SELECTION PROCESS**

Nominators will be notified that the nomination form with all supporting materials has been received. The Awards Committee will review the nominations and select a recipient no greater than one month from the nomination deadline. All nominators will be notified that a selection has been made and thanked for their submission. The recipient of the award must be present at the Annual Meeting and will be given complimentary registration to the Annual Meeting, receive a plaque during the Opening General session, present a 15-25 minute presentation on the exhibition at the Storytellers & Supporters Luncheon, and receive a $500 cash award (sent to the museum after the conference).