

## The Paper Project Application FAQ

### Eligibility

#### **Q: How do I apply?**

A: First, review the application instructions and this document to ensure your project is a good fit for this grant competition and will be eligible for consideration. Next, complete the [Intent to Apply](#) form before November 1, 2021. Once we review this form, you will receive instructions for logging in to Fluxx, the Getty Foundation's online grants database, to upload your application documents by the deadline of December 1, 2021.

#### **Q: My institution has already received a Paper Project grant. Can we apply again?**

A: Yes, an institution is eligible to apply for a second grant in The Paper Project, if the project meets all other eligibility criteria. However, no organization will be awarded more than two grants in The Paper Project.

#### **Q: My institution is not based in the United States. Are we eligible to apply?**

A: Yes, The Paper Project supports both US-based and international organizations. As part of the application, international organizations will be asked to provide additional documents, listed below, to allow the Foundation to confirm eligibility.

- Letter of support for the project on official letterhead of the applicant organization, signed by an appropriate administrative official
- Description of the organization, including its history and mission (maximum 1 page)
- List of chief managers or officers
- List of Board of Directors/Board of Trustees
- Copy of the organization's charter, constitution, bylaws, or other governing documents
- Current Operating Budget
- Audited Financial Statements of the most recent completed fiscal year
- Other Relevant Documents, such as annual reports

We encourage international applicants to reach out to us as soon as possible with any questions about eligibility before submitting your proposal.

**Q: Would our project still be eligible for support if the lead curator's professional title doesn't include "prints and drawings"?**

A: Yes, as long as the lead curator's professional profile and CV clearly demonstrate an established interest in and commitment to working with prints and/or drawings. If you would like to verify the eligibility of the lead curator(s) before completing the application, please do not hesitate to contact us.

**Q: Are libraries and archives eligible for grants, or only museums?**

A: Libraries and archives or other cultural organizations with specialized professional staff in prints and drawings are welcome to apply.

**Q: If there is no curator of prints and drawings at our institution, can we still apply for a grant?**

A: Yes, it is possible to apply for a Paper Project grant for a project led by an eligible guest curator. Please keep in mind, however, that competitive projects will demonstrate the opportunity to contribute to the professional development goals of the lead curator(s). The professional and intellectual outcomes for the guest curator should be as important to the project for which you are applying as any other institutional goals it may serve.

[Project Support Questions](#)

**Q: Your website says that exhibition and publication support is available for projects led by "mid-career" curators. What do you mean by that term?**

A: We consider mid-career curators to be those with at least three years of full-time professional experience, including curatorial fellowships and post-docs, and less than ten years of full-time professional experience. Most importantly, though, the project for which you are applying should represent a new professional and intellectual opportunity for the lead curator(s). Please do not hesitate to contact us if you would like to verify the eligibility of the lead curator(s) before completing the application.

**Q: I'm planning an exhibition based entirely on material from my institution's permanent collection. Can I apply for a grant to support my project?**

A: Yes, Paper Project grants can support both collection-based and loan-based exhibitions focused on prints and/or drawings. Competitive projects will demonstrate that they offer the lead curator(s) significant opportunities for professional and intellectual growth, and we invite all projects showcasing curatorial creativity and innovation.

**Q: The project I'm proposing is already underway and has a firm or tentative slot on my organization's exhibition calendar. Would this type of project be eligible for project support?**

A: Yes, we welcome projects at any stage of development, and grants can support both research and implementation costs. However, grant funds may not be applied to costs incurred before award. Please indicate the current status of the project and a plan for project completion in the "Timeline" section of the application.

**Q: What is considered a "digital project"?**

A: A digital project is any curatorial project that will make primary use of a digital platform to execute, disseminate, and communicate information to the project's intended audiences. Examples include: virtual exhibitions, microsites, gallery interactives, digital publications, and online public engagement.

Projects involving webinars or virtual professional workshops for specialists in the field are encouraged to apply under the Workshop category.

**Q: I'm interested in applying for support for a virtual exhibition. Should I apply for exhibition support or digital project support?**

A: For virtual exhibitions, please apply for digital project support. However, if you are requesting support for an in-gallery exhibition that will also have a "virtual visit" surrogate, please apply for both exhibition and digital project support.

**Q: I'm interested in applying for support for a digital publication. Should I apply for exhibition and publication support or digital project support?**

A: For a stand-alone digital publication, please apply for digital project support. If you are organizing an in-gallery exhibition that will be accompanied by a digital publication, please apply for exhibition and publication support.

### [Workshop Support Questions](#)

**Q: What is considered a "workshop"?**

A: Workshops include gatherings and convenings with an emphasis on professional development and shared learning among curators about critical issues in the prints and drawings field. We also welcome webinars and virtual workshops showcasing curatorial creativity and innovation.

In most cases, funding would not be appropriate to support public symposia, such as those accompanying an exhibition, or regular professional meetings or conferences.

**Q: I'm interested in applying for support for a webinar. Should I apply for digital project or workshop support?**

A: For webinars or other online/virtual professional convenings, please apply for workshop support.

### Budget Questions

**Q: I see that you have provided a budget template. Should we use this template for our itemized budget? Will it affect our application if we use a different format?**

A: You are welcome to use any format you prefer for the itemized budget. The template is provided as an example only. You do not need to use all the suggested line items, and you can add any line items needed to describe the specific costs of your project.

**Q: What project costs are eligible for support?**

A: All project costs are eligible for consideration except for permanent staff salaries.

**Q: Do you require matching funds?**

A: No, we do not require that applicants match grant funds. When developing the itemized budget, please show total project cost, as well as the portion for which you are requesting Getty Foundation support, in order to give us a full understanding of the project's scope. If there are already other sources of funding in place for the project, including in-kind support such as staff time, you can indicate that in the itemized budget or budget narrative.

**Q: I see that grant awards will generally be between \$25,000 and \$100,000. How do I know what amount we should request within that range?**

A: In general, awards at the maximum end of the range will support multiple outcomes, for instance, an exhibition with an accompanying publication. Applications for larger workshops involving participant travel may request up to \$125,000.

### Review Process

**Q: How will you make decisions?**

A: Applications will be reviewed by Foundation staff to verify eligibility; all eligible applications will then be reviewed by an advisory committee that will help determine priorities for funding.

**Q: What are the review criteria?**

A: The Paper Project is focused on supporting training and professional development for early- and mid-career curators of prints and drawings. For project support, competitive proposals will clearly demonstrate an opportunity to contribute to the intellectual and professional goals of the lead curator(s), relative to the study and interpretation of prints and/or drawings. For workshop support, competitive proposals will address critical topics of professional interest for the prints and drawings field and/or offer substantial opportunities for shared learning and skill-building. In addition, competitive projects will make new and creative contributions to interpreting and sharing the institution's collection and/or research with the communities it serves.

**Q: How long will the process take?**

A: All applications will receive a response by May 2022.

**Important Note:** The Getty Foundation is dedicated to promoting international exchange between and among professionals, students, scholars, and experts in the Getty's fields, within the bounds of all applicable U.S. laws including financial sanctions administered by the U.S. Treasury Department's Office of Foreign Assets Control (OFAC). In some cases, the Getty may need to obtain licenses (i.e. advance permission) from OFAC in order to allow certain individual or entities from sanctioned countries (including, but not limited to Iran, Syria, and Cuba) to participate in the programs we sponsor, particularly those taking place outside of the United States. Additional time may be required to review and process proposals including international participants and entities; support is always contingent on our ability to be in full compliance with U.S. law.

