

# 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 June 1, 2023. 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 July 31, 2023.

### **Q: Can I apply for a grant for a curatorial fellowship or support for an exhibition, publication, or digital project?**

A: No, we are no longer offering Paper Project grants for fellowships or project support.

### **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: 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.

## Short-Term Traveling Seminar and Workshop Support Questions

### **Q: What is considered a “traveling seminar?”**

Led by senior specialists in the field, these seminars will create opportunities for small groups of early- to mid-career curators to devote extended time to close object study in the company of their peers and senior specialists. Seminars will be organized around visits to important cabinets of prints and drawings in one or more cities or regions; they may also incorporate visits to private collections, artist studios, print workshops, fairs, dealers, and auction houses.

### **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. They may also take the form of short courses to allow curators to build skills relevant to their day-to-day work and research interests. We may also consider support for webinars and virtual workshops.

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

### **Q: Who would be eligible to participate in a grant-funded traveling seminar?**

A: Traveling seminars should be designed to serve primarily early- to mid-career curators with a demonstrated interest in the graphic arts, even if they are currently working in a role that is not exclusively focused on prints or drawings. The seminar may also be open to participants from the conservation field or academia, if the emphasis remains primarily on serving the curatorial field. The Foundation’s preference is that participants in traveling seminars be selected through a competitive open call.

### **Q: Who would be eligible to participate in a grant-funded workshop?**

Workshops can be designed to serve early- to mid-career curators but may also include specialists at any level of seniority and experience as the needs of the project require. Workshop participants can be selected through an open call, but may also be selected by invitation, particularly for projects convening specialists around a focused topic or problem in the field. Workshops for students are not eligible for support.

### **Q: When do project activities need to be concluded?**

The Foundation will prioritize projects scheduled to be completed within 18 months of award.

## 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 direct project costs are eligible for consideration. The Foundation will consider requests for support of overhead or indirect costs up to 15% of the total grant budget, on a case-by-case basis. The Foundation will also consider partial support for permanent staff salaries up to 15% of the total grant budget, on a case-by-case basis.

**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 \$50,000 and \$150,000. 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 projects with more extensive travel or more than one meeting of participants over the course of the grant period.

## **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 traveling seminar support, competitive proposals will be led by knowledgeable senior specialists and offer exceptional opportunities for the immersive study of important and/or unusual, more rarely visited collections of prints 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.

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

A: All applications will receive a response by December 2023.

**\*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, 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.