



## Glen Echo Park Partnership Gallery Request for Proposals 2022

The Glen Echo Park Partnership for Arts and Culture requests proposals from individuals, groups of artists or curators to present exhibitions in the Popcorn Gallery, Stone Tower Gallery and Park View Gallery venues at Glen Echo Park for the calendar year 2022.

The mission of the **Popcorn Gallery** is to showcase the work of established visual artists, including resident artists at Glen Echo Park and artists from the greater Washington, D.C. area. Popcorn Gallery exhibitions attract visitors from across the region and bring new audiences to Glen Echo Park. This gallery is best suited for group exhibitions or occasional solo exhibitions of an established artist.

The mission of the **Stone Tower Gallery** is to present intimate exhibitions of work in the Park's most historic structure. This gallery is a welcoming space for visitors and is well suited to solo or themed exhibitions featuring a small group of artists.

The purpose of the **Park View Gallery** is to present the work of emerging visual artists, including instructors and advanced students at Glen Echo Park.

All Partnership galleries serve the artists and the public in connecting patrons to high-quality artwork and generate revenue for both the artists and the Partnership. Partnership gallery exhibitions are highlights of our Art Walk in the Park events, and host opening receptions and artist talks throughout the year. Annual visitation for all three Partnership galleries is approximately 18,000.

See Attachment A for additional gallery descriptions and images. Please note: if you have exhibited work in a solo exhibition in one of these galleries within the current or previous calendar year (2020 or 2021), you are not eligible for consideration for solo exhibition in 2022 but are eligible to participate as part of a group exhibition.

### Agreement Terms

In submitting a proposal, the artist or group should be aware of these general terms. Selected artists will sign an exhibition agreement with details outlined. A copy of this agreement is available upon request.

#### Artist/Organization/Curator will:

- Solicit and select works for display and coordinate with participating artists, in accordance with the approved exhibition content.
- Publicize the exhibition to their niche market, including cost of production and distribution of an exhibition postcard.

- Provide the Partnership with an exhibition description and images for use in publicity and a detailed inventory list for sales purposes.
- Manage drop off of work by participating artists, installation and take down of exhibition, including properly lighting artwork, labeling, displaying artist information and wall signage.
- Purchase wall signage.
- Fund and present an opening reception; Artist talks strongly encouraged.
- The artist/organization may choose to insure artwork against theft, loss or damage above minimum levels provided by the Partnership.

#### The Partnership will:

- Provide exhibition space and installation materials including pedestals and basic hanging supplies.
- Publicize the exhibition through the Glen Echo Park website calendar, monthly press release, exhibition e-blast emails and social media.
- Provide display materials at the time of exhibition installation to include labels for artwork and price list of inventoried art for gallery visitors.
- Provide assistance in ordering vinyl wall lettering through a local sign vendor.
- Provide assistance in postcard design and printing.
- Provide gallery staffing for open public hours, special events, and opening reception hours.  
**Stone Tower Gallery and Popcorn Gallery** public hours are Saturdays & Sundays, noon to 6pm (January – April, October – December), 11am to 6pm (May – September);  
**Park View Gallery** public hours are Mondays through Saturdays, 10am to 6pm.
- Process all art sales, including collecting Maryland sales tax.
- Issue payment for sales to the individual artists less 30% commission retained by the Partnership.
- Provide secured gallery facilities, protected by an alarm system.

#### Regulations under COVID19

- There will not be an opening or closing reception until it is safe to do so under State and County regulations and guidelines.
- To minimize contact we require artists to install their own exhibitions. The Partnership will coordinate and assist with the install of lighting, pedestals, hanging materials and exhibition materials.
- Please keep in mind the 6 feet safe distance requirement when planning the exhibition layout.
- We are no longer allowing print exhibition materials (business cards, guestbook, postcards, etc.). All exhibition information will be accessible via our website.
- Access to the exhibits will comply with CDC and local health guidelines due to COVID 19, which currently require wearing face coverings in the gallery and a limit on the number of visitors at one time.
- Gallery hours may change to meet COVID 19 regulations.
- For our visitors, there may be a wait time of up to 10 minutes to enter the gallery during opening hours.
- To minimize contact, artwork sales will be made by credit or debit card only.

#### Available Dates/Terms

- Exhibitions will last a minimum of four weeks and maximum of six weeks, and generally change on a monthly basis.
- Exhibitions open on a Friday during Art Walk season (May through September) and on a Saturday the remainder of the year.

- Set up for an exhibition occurs on the Tuesday through Friday prior to a Saturday opening. Exhibitions must be removed on the Monday following the final Sunday of the exhibition.
- **Available dates for 2022: \*\*please double check your dates**
  - January 15 – February 20 (6 wks)
  - February 26 – March 27 (5 wks)
  - April 2 – May 1 (5 wks)
  - May 6 – June 6 (4 wks)
  - June 10 – July 3 (4wks)
  - July 8 – July 31 (4 wks)
  - August 5 – 28 (4 wks)
  - September 2 – October 2 (5 wks)
  - October 8 – November 13 (6 wks)
- Applicants will be asked to select their top choice of dates and alternate dates available.

## To Apply

Artists or groups of artists must submit a written proposal (via online form or separate) including the following information:

1. **Artist Contact.** Name of artist or group and contact information (address, phone, email, website)
2. **Exhibition content details including:**
  - a. Proposed title of exhibition
  - b. Description of exhibition content, including type and scope of work to be presented
  - c. Approximate number of pieces on display
  - d. Approximate range of artwork prices
  - e. Names of artists involved, or where they will be selected from and how selection will occur
3. **Exhibition location.** Exhibitions may take place in the Stone Tower Gallery or Park View Gallery. Please include your location preference.
4. **Proposed exhibition dates.** Please select all available dates from the list and then indicate your first choice exhibition dates.
5. **Special exhibition needs.** Please list if you will require exhibition supplies beyond what is provided by the Partnership, and if permitted, how you will prepare for these needs.
6. **Exhibition goals.** Explain how this exhibition is suited for Glen Echo Park, how it meets the goals of the specific gallery requested, and what the artist's goals are in mounting this exhibition.
7. **Artist background information.** Please include artist biographies, if available, or list of previous exhibitions. Artist websites may be substituted for this information, if they include background details.
8. **Sample of work.** Please provide any website resources for examples of artist work similar to what would be on display or attach up to ten digital images of work including title, medium and dimensions.

Proposals for 2022 exhibitions must be submitted to the Partnership by **September 6, 2021**.

Please submit the proposal through our online form at: **[glenechopark.org/exhibitions](https://glenechopark.org/exhibitions)** or by email to [gallery@glenechopark.org](mailto:gallery@glenechopark.org).

Questions may be directed to Exhibitions Manager, Tomora Wright at: 301-634-2235 or the email address above.

An Exhibition Panel will review and select exhibition proposals. Artists will be contacted regarding their proposals by October 11, 2021.

## **ATTACHMENT A**

### **Gallery Descriptions**

#### **Popcorn Gallery**

The Popcorn Gallery is located on the first floor of the Arcade building with an entrance from the main lobby. The gallery is approximately 1,000 square feet and can accommodate two-dimensional work on existing walls or temporary panels, and three-dimensional artwork on pedestals. The gallery has a large amount of natural light through windows so care should be taken when presenting light-sensitive works.



#### **Stone Tower Gallery**

The Stone Tower Gallery is located on the first floor of the Chautauqua Tower with one entrance from the outside and one from the lobby of the Yellow Barn building. The gallery space is approximately 560 square feet. There is approximately 39 linear feet of wall space available for hanging two-dimensional work. The majority of wall space is stone, and walls are slightly curved. The gallery can accommodate two-dimensional work against the stone walls through a cable hanging system, or on temporary panels. Three-dimensional work is accommodated on pedestals.



#### **Park View Gallery**

The Park View Gallery is located on the second floor of the Arcade building, within the Glen Echo Park Partnership

Office. The gallery is approximately 250 square feet and can accommodate two-dimensional work on existing panels (7 panels; each panel: 46" w x 84" h) and one existing wall (approximately 83" wide). Two-dimensional work is hung on panels and the wall using a Walker hanging system. Three-dimensional work can be accommodated on pedestals. One entire wall of the gallery is lined with windows, opposite the panels.



Additional gallery schematics are available upon request.

**Glen Echo Park Partnership for Arts and Culture**

**7300 MacArthur Blvd**

**Glen Echo, MD 20812**

**[www.glenechopark.org/exhibitions](http://www.glenechopark.org/exhibitions)**

**[gallery@glenechopark.org](mailto:gallery@glenechopark.org)**

### **Public Art - Ephemeral Works**

Glen Echo Park is home to many unique and beautiful landscapes and open spaces that are frequently used venues for a variety of special activities such as cultural programs, picnics, wedding ceremonies, festivals, athletic events, and film and photography projects. We open our RFP to public artists who would like to propose ephemeral projects that our audience can interact with. The project can span from a one-day interactive installation to a temporary outdoor art piece. The proposed public art must interact safely with the natural environment and visitors: no affixing to trees or plants, distribution to the ground safety of others.