

Call for Exhibition Proposals

Foundation Gallery Exhibition Program 2028–2029

Artists and curators are invited to submit developed proposals for projects that can be exhibited in the Foundation Gallery at Artspace Mackay. Selected proposals receive \$3,000 per exhibition and professional support from gallery staff.

Exhibition proposals will be assessed against the following selection criteria:

Innovation & Diversity (20%)

- Generate discussion and debate about new ideas/issues in art and culture (10%);
- Promote and inspire diversity and/or attract diverse audiences (10%).

Quality (30%)

- Present a coherent body of work (10%);
- Present a well-defined exhibition rationale and strong exhibition concept (10%);
- Include a considered exhibition layout (10%).

New/previously unseen work (10%)

- Present new and/or previously unseen work (10%).

Artistic Competencies (20%)

- Demonstrate previous exhibiting experience (10%);
- Include images of artworks of a high standard (10%)

Connection to Mackay (20%)

- Proposals from artist/s or curator/s from the Mackay Regional Council area (10%);
- Exhibition rationales/concepts that relate to the unique character of the Mackay region (10%).

To be considered, please complete the following proposal form. Please contact us if you have any questions in completing your application. Proposals are accepted in either digital or hardcopy format. Ensure you fill out all four sections, using the checklist on page 4, as incomplete applications will not be considered.

Exhibition proposals will be assessed by a panel comprising the Artspace Mackay Director, the Artspace Mackay Curator, and a representative of the Visual Arts Advisory Committee. Other members of the Visual Arts Advisory Committee may also be consulted. Applications can be submitted at any time but will nonetheless take around six weeks to be assessed, at which point candidates will be informed if they have been accepted or not. If accepted, the exhibition will be allotted a suitable date in the 2028–29 exhibition program. Please note that the submission of an application does not guarantee inclusion in the program. The decision of the selection panel is considered final and appeals will not be considered.

Exhibition Proposal Form

Please refer to the Exhibition Guidelines on pages 8–11 and then fill out the following five sections.

1. DETAILS OF EXHIBITOR

Name of exhibitor/s or curator/co-coordinator (for group projects, nominate one contact person)

Street address, suburb & postcode

Telephone (home)

(mobile)

Email address

2. PROJECT DETAILS

Proposed exhibition title

Proposed date (When would your exhibition be available?)

Type of applicant:

☐

Artist

☐

Artist group

☐

Curator

☐

Collective

Other

Please provide a rationale (approx. 300–500 words) for your exhibition in the box below. Explain the themes and concept informing the proposed exhibition, include key ideas to be explored and why you would like to exhibit at Artspace Mackay. This needs to be a fully resolved concept that will allow the panel to make an informed decision on your project and how it relates to the page 1 selection criteria.

3. EXHIBITION DESIGN

(see Foundation Gallery floorplan on page 11 of the Exhibition Guidelines for more information)

Please describe how the work will look when installed, include a layout and outline any technical specifications. Additional sketches or plans can be attached for more complex installations.

4. ABORIGINAL, TORRES STRAIT ISLANDER AND AUSTRALIAN SOUTH SEA ISLANDER PEOPLE AND CULTURAL MATERIALS

Does your proposed exhibition reference or include Aboriginal, Torres Strait Islander and/or Australian South Sea Islander people and/or their cultural materials? If NO, please skip to the next question.

If YES, how will you appropriately engage with Aboriginal, Torres Strait Islander and Australian South Sea Islander people and/or cultural content? Provide your answer in this box.

5. SUPPORTING MATERIAL & DOCUMENTS

a) After completing in the artwork details column, please indicate in the right-hand column whether the images show the actual works to be displayed or indicative examples. For group shows, please submit one work from each of the exhibiting artists. (Note: Screen-based artworks should be submitted in the format of easily playable MP4, MOV or AVI files.)

#	ARTWORK DETAILS Artist name, title of work, year created, medium, dimensions (cm) or duration	Intended or example work?
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

Please attach a longer list of works if needed.

b) Attach a curriculum vitae (CV) for each artist or curator in the proposed project. CV should begin with a short, 100-word biography. Provide information about your exhibition history so the panel can make an informed decision about your qualifications and experience.

c) Where applicable, include evidence of community demand and support for activities that make reference to or involve Aboriginal, Torres Strait Islander and/or Australian South Sea Islander people. Please include letters, documents or other evidence that First Nations protocols have been followed and the proposal is supported by relevant people, communities and/or organisations.

PROPOSAL CHECKLIST

A completed Exhibition Proposal Form with:

- ☐ Digital files in .jpeg, .png, .pdf, .mp4, .mov or .avi formats. Files requiring the installation of special software or drivers may be disregarded.
- ☐ Current CVs for each artist/curator (including short 100-word biography).
- ☐ Any additional material for section 3 (ie. plans or drawings to support your proposal), if needed.
- ☐ Evidence in the form of supporting documents, letters or video confirmation from Elders or other relevant statements for exhibitions involving Aboriginal, Torres Strait Islander or Australian South Sea Islander people and/or cultural materials.
- ☐ Signed agreement

AGREEMENT

Should this proposal be accepted into the Artspace Mackay program, I hereby agree to the conditions of use as specified under 'What You Will Need to Do' in the Exhibition Guidelines and take full responsibility for all requirements as an exhibitor at Artspace Mackay to be met as outlined in the Exhibition Guidelines.

Signed

Date

Exhibition Guidelines for Foundation Gallery



About Artspace Mackay

As part of the Mackay Regional Council, Artspace Mackay is the leading regional gallery servicing the Mackay, Whitsunday and Isaac regions of central Queensland. Since opening in 2003, Artspace Mackay has welcomed over 450,000 visitors and now has an annual attendance of more than 25,000. Audiences include K-12 students and teachers, community groups, local residents of diverse ages and ethnic identities, and tourists and business travellers. Some 40 people each year serve as volunteers in visitor service, workshop and project roles. The gallery is an architecturally celebrated building with 3 purpose-built exhibition spaces, a café, a seminar room and a shop specialising in local artisans.

A dedicated team of curatorial staff oversee the growth, research, exhibition and interpretation of the 1,500-piece Mackay Regional Council Art Collection. The collection's strengths include artists books, limited edition prints and a growing collection of contemporary Indigenous art. The gallery's innovative and thought-provoking exhibition program delivers approximately 15 exhibitions each year supported by a range of public programs. Artspace Mackay aims to provide visitors with opportunities to experience the breadth of art practice by local and international artists while encouraging discussion and debate about new ideas and issues in art and culture.

Aims of Artspace Mackay:

- Promote the value and importance of the visual arts in the Mackay region by developing and maintaining a diverse program of art.
- Promote and inspire innovation and diversity in the visual arts.
- Provide a professional venue for the presentation of visual arts and public programs.
- Support and strengthen the capacity of local artists to engage with the Mackay community.
- Generate discussion and debate about new ideas and issues in art and culture.
- Plan, develop and manage the Gallery in accordance with Council policies and directions.
- Facilitate equity of access to cultural resources.

Contact the gallery:

Tel: 07 4961 9722

Email: artspace@mackay.qld.gov.au

www.artspacemackay.com.au

Gallery hours:

Tuesday to Friday 10am – 5pm

Saturday and Sunday 10am – 3pm

Closed Mondays and public holidays

WHAT WE PROVIDE

If accepted into the exhibition program, the Exhibitor receives:

- An exhibition fee of \$3,000 per project after the opening of the exhibition.
- Vinyl lettering signage for the exhibition.
- Professional assistance from gallery staff in the development and coordination of the exhibition, including exhibition design, installation and lighting.
- Letters of support and professional advice for seeking additional funding sources for your project.
- Access to a variety of display furniture (plinths), gallery tools and audiovisual equipment including DVD players, media players, sound systems, digital projectors and televisions.
- Promotion of exhibition:
 - Exhibition listing included on printed invitations, sent to gallery's mailing list.
 - Exhibition listing included on email invitation sent to the gallery's email list.
 - Development and distribution of a media release published by Mackay Regional Council's Communications team.
 - Art Almanac and Art Guide listings (Please note that all other publicity and advertising costs are to be met by the exhibitor. Proofs of all publicity must be approved by the Gallery before printing and distribution.)
 - Inclusion of exhibition and public programs on the gallery's print and online media.
 - An exhibition opening in alignment with the Main Gallery exhibition opening. (Please note: this may occur at any time during the exhibition period. Standalone/separate exhibition openings will not occur.)

WHAT YOU WILL NEED TO DO

Exhibitor responsibilities include the following, delivered by deadlines negotiated with gallery staff:

- Provide information for inclusion in the Gallery's six-monthly program, website, advertising, invitations (designed to a specific format by Gallery staff), and a media release (to be written by Council's Corporate Communications team).
- Provide a selection of high-quality digital images with comprehensive captions, with permission to reproduce for the aforesaid items.
- Provide a short biographical statement, artist statement, comprehensive list of works and other relevant information about the exhibition.
- Schedule drop off and collection of artworks to and from the gallery.
- Any additional advertising or publicity of exhibition, to be approved by Gallery staff before distribution.
- As the Gallery is operated and funded by Mackay Regional Council, successful applicants must acknowledge Artspace Mackay and Mackay Regional Council on all publicity material by including Artspace Mackay and Mackay Regional Council logos on all material generated for the exhibition. Proofs of all marketing collateral must be approved by the Gallery.
- If you are applying for other sources of funding, please liaise with Gallery staff prior to submitting your application and, if successful, provide a copy of your funding agreement to the Gallery.

- Participation in public program activities if requested by the Gallery's Public Programs staff, such as artist talks or workshops.
- Exhibitors attending the official opening function are required to cover the cost of their own travel and accommodation.

FURTHER INFORMATION

Installation/de-installation

The Gallery's exhibition program is established a minimum of two years in advance and timelines for installation and de-installation need to be strictly adhered to. Timelines will be established by the Curatorial team in consultation with the Exhibitor.

All decisions regarding the display of work must be made in consultation with the Artspace Curator. The Exhibitor must provide floor plans/layouts for review prior to installation. The Artspace Curator retains the right to make final decisions on presentation and will discuss any changes with the Exhibitor prior to install.

The Exhibitor is responsible for any additional costs associated with the hire or purchase of non-standard display equipment or additional expenses associated with the presentation and display of their work.

Installation of all exhibitions occurs with strict adherence to the Mackay Regional Council Work Health and Safety Policy. A risk assessment process occurs prior to the installation of artwork and exhibitors must notify gallery staff about any potential health and safety issues connected to the exhibition, especially if special installation equipment is required.

The Exhibitor may be required to attend a briefing session with gallery staff prior to the installation period to discuss all installation issues.

The number of works to be displayed will be at the discretion of the Artspace Curator. The Gallery reserves the right to not display works considered unsuitable for any reason or if the quality or quantity of work submitted is deemed inappropriate for the exhibition space. The Exhibitor will be consulted during the installation in any such instance.

The Gallery is unable to provide storage facilities. Artworks, packaging and tools cannot be left at the Gallery outside of the exhibition period. Failure to collect artworks on completion of the exhibition period will incur charges to the Exhibitor to cover; including but not limited to venue hire costs, staff costs for de-installation and removal of artworks. Artworks not collected by a date agreed to by the Exhibitor and the Artspace Curator will be disposed of at the Gallery's discretion.

The Gallery is fitted with a loading dock. Exhibitors are encouraged to use this for loading artwork on installation and de-installation days. Access to this dock is via the rear of the venue on Macalister Street.

Lighting system

The Foundation Gallery track lighting currently consists of movable LED Erco flood lights, several spotlights and framers.

Rigging points

The Foundation Gallery has a ceiling-mounted Unistrut rigging system for the provision of hanging works from the ceiling. Note that rigging points have weight limits depending on their location. Please contact the Gallery for more information if needed.

Security

The Gallery has an intruder detection system and is fitted with ceiling mounted detectors and a camera. The Gallery also has a system of closed-circuit television monitoring.

Exhibition sales

Artspace Mackay is a public gallery and does not conduct the sale of work. If a person is interested in purchasing a work their details can be passed on to the Exhibitor. Please note that arrangements for the collection and distribution of sold artworks are the responsibility of the Exhibitor and must take place outside the gallery premises after the conclusion of the exhibition.

FLOOR PLAN

Foundation Gallery (Gallery Three)

