Jerwood Art Fund Commissions

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| We promise to respect the information you’ve given us; this will be used for the purposes of administering, monitoring and evaluating grants.  All data is managed in accordance with Data Protection Legislation and our [Privacy Policy](http://www.artfund.org/privacy). By completing and submitting this form you are confirming that you have had the opportunity to read and understand our [Privacy Policy](http://www.artfund.org/privacy) and that you have relevant consent from any third parties to share any personal details with us. |

**1. Application summary**

**Your details**

|  |  |
| --- | --- |
| First name |  |
| Surname |  |
| Email |  |

**PROject title**  
**This is how your application will be described in our correspondence with you.**

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**Where did you hear about this funding opportunity?**

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**2. Your organisation**

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| --- | --- |
| Organisation Name |  |
| Name of primary venue |  |
| Please give us the name of the organisation you would like us to pay |  |
| Does your organisation own a permanent collection? |  |
| Accreditation status |  |
| Please provide details if not Accredited or provisionally Accredited |  |
| Visitors per annum |  |
| Opening times and admission charges |  |
| UK nation |  |

**Joint applications**

|  |  |
| --- | --- |
| Are you applying in partnership with another organisation? |  |
| Partner organisation Name |  |
| Partner organisation's governing body |  |
| Legal name of partner organisation, to include reference to charity |  |

**If you are applying in partnership with more than one other organisation, please provide further details**

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**3. OTHER CONTACTS AT YOUR ORGANISATION**

**Please give the details of someone we can contact about this application in your absence:**

|  |  |
| --- | --- |
| First name |  |
| Surname |  |
| Email |  |

**Please give the details of the relevant press contact within your organisation:**

|  |  |
| --- | --- |
| First name |  |
| Surname |  |
| Email |  |

**Please give the details of the relevant marketing contact within your organisation:**

|  |  |
| --- | --- |
| First name |  |
| Surname |  |
| Email |  |

**4. CATALOGUE INFORMATION**

|  |  |
| --- | --- |
| Title of work |  |
| Artist first name |  |
| Artist surname |  |
| Artist date of birth |  |
| Artist gender |  |
| Artist nationality |  |
| If more than one artist will be involved in the production of the work please provide details |  |

|  |  |
| --- | --- |
| Anticipated year of completion |  |
| Primary medium |  |
| Materials |  |
| Any additional details |  |

|  |  |
| --- | --- |
| Height (cm) |  |
| Width (cm) |  |
| Depth (cm) |  |
| Duration (min,sec) |  |
| Any additional details |  |

|  |  |
| --- | --- |
| If the work will exist in more than one version, please state how many editions there will be? |  |
| Which version/number will enter the collection? |  |
| If the work is being produced in an edition, what is the cost of each edition? |  |

**5. Financial information**

**a) Financial details for grant application**

|  |  |
| --- | --- |
| Total cost of work |  |
| Amount Requested from Art Fund |  |
| Has a museum discount been negotiated, please give the price before discount (£) |  |
| Is your organisation able to reclaim VAT? |  |
| If VAT is included in the total cost payable, please state the amount (£) |  |

**b) Other funding sources**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Type of Funding | Organisation name | Amount requested | Is this funding secured? |
|  |  |  |  |  |

|  |  |
| --- | --- |
| Total funding package |  |
| Why are you coming to Art Fund for funding? |  |
| Funding towards activity, exhibition or touring programmes. |  |

**c) Vendor details**

**Please give the name of the vendor if known. Where known it is standard practice for Art Fund to publish the name of vendors as part of the catalogue information given in print and online.**

|  |  |
| --- | --- |
| Vendor name (public) |  |
| Vendor name (internal) |  |
| Confidential? |  |
| Reason for confidentiality? |  |

**6. BUDGET ASSESSMENT**

We want our funding to go as far as possible, so expect applicants to ensure the costs involved in commissioning are realistic and reasonable. Therefore, we require all applicants to provide us with an independent assessment of their budget.

The assessment should be completed by:

* a specialist in the field who is familiar with market values, for example an auction house, dealer or past commissioner.
* someone with trade experience who does not deal in work by the artist that you are commissioning.

The assessment should include:

* a commentary on the production budget.
* reference the total cost of the commission in relation to other works made and/or sold by the artist.

The assessment must be submitted with the application as a supporting document in the form of an email or letter.

|  |  |
| --- | --- |
| Name of person providing independent budget assessment: |  |
| Professional position and name of organization: |  |
| Supporting document: | To be emailed along with application |

**6. Case**

**Please consider this section carefully as it forms the supporting statement for why this acquisition is important to your organisation and the broader significance within the artist's body of work, and local or national contexts. We suggest saving a local copy of your work so that no information is lost at any point.**

**The artist and work   
Describe in detail the artist(s), the work or objects and their significance (400 words):**

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**Artist statement  
This is an opportunity for the artist to discuss this work within the context of their practice (400 words):**

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|  |

**Your collection and collecting policy  
How does the object relate to other works in your collection and your collecting policy? Do you have any works by the same artist/maker and/or similar works in the collection? (400 words):**

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**7. Impact**

**In this section, please describe how you think the commission and acquisition will impact a) your organisation and b) your visitors and audiences.**

**i) Your organisation  
What do you think the impact of this commission and acquisition will be on your organisation and collection(s)? (400 words):**

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**ii) Your visitors and audiences  
What do you think the impact of this commission and acquisition will be on your visitors and audiences? This could include future or existing audiences. You may wish to refer to an audience development plan if your organisation has one of these (400 words):**

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**8. Future plans**

**If successfully awarded a grant, we will ask you to reflect on the responses below one year after the commission has taken place as part of the evaluation process. It is therefore important that you identify activities which are deliverable and audiences the acquisition will likely benefit within the context of your organisation.**

**Beneficiaries and audiences  
Please select the key groups that you think this acquisition will engage or benefit. These may be new audiences or existing staff, volunteers or visitors. You may select as many as you wish, however you will be asked to re-visit these as part of the evaluation process. Please select 'other' and provide detail in the text box if there is a group or audience you would like to include that is not listed**

|  |  |
| --- | --- |
| Audiences |  |
| Staff & governing body |  |
| Supporters & stakeholders |  |

|  |  |
| --- | --- |
| Interpretation and public engagement |  |
| Conservation and care |  |
| Partnerships and collaboration |  |
| Expertise and skills |  |
| Organisational impact |  |

**Detailed examples**

**Please give three examples of how you plan to use and display the work(s) in order to maximise this impact. Refer, if possible, to one immediate and one long term example.**

|  |  |
| --- | --- |
| First example |  |
|  | |

|  |  |
| --- | --- |
| Second example |  |
|  | |

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| --- | --- |
| Third example |  |
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**Terms and Conditions**

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| --- | --- |
|  | Please tick to confirm you have read and understood the Terms and Conditions |
|  | Please tick to confirm that the Director of your organisation, and any partner organisations, is aware of this application and agrees to abide with the Terms and Conditions |