

# Leicester Museums & Galleries Exhibition Proposal Guidelines

## Exhibition Criteria

We are an NPO funded service and therefore proposals must endeavour to fulfil our NPO Creative Case for Diversity objectives relating to diverse audiences, with the need for diverse voices to be heard. See an explanation of the creative case for diversity on the [Arts Council website](#) and the [ACE Let's Create Strategy](#).

We assess proposals based on a list of criteria below, but you may still submit your proposal if you do not meet all of them:

1. Attract a wide range of people from the city and the region including tourists.
2. A unique idea or one which adds a new twist to an original idea which has not been addressed in our exhibition programme over the last 10 years.
3. Possible blockbuster of high profile and high-quality crowd pleaser which entertains and is fashionable and or playful.
4. Must have opportunities for community engagement, for example an artist talk or creative activities for the community.
5. Envision the principles of the [Let's Create Strategy](#) such as being inclusive and relevant to our current times to provide high quality cultural experiences.
6. Relevant to Leicester or the communities in Leicestershire, informative and where possible topical.
7. Must have the ability to take risks, be pioneering, and cutting edge.
8. Where possible must consider creating social spaces for people to come together, to share learning and break down barriers.
9. Ideally have commercial opportunities offering sales and merchandise such as original work, or income generated through an events programme of talks and workshops.
10. Where possible reflect upon or enhance our permanent collections – or create interventions into our permanent displays.

## Overview of Temporary Galleries

Leicester Museums is managed by Leicester City Council and operates six museums, two of which host our temporary exhibitions programme across 3 galleries.

### Leicester Museum & Art Gallery

Gallery 11 is our main temporary gallery on the first floor of our flagship museum. There are few museums in the East Midlands region that offer such a large space for hosting temporary programmes. We work with local, national and international organisations to programme this space.

- Exhibition slots are generally 3 to 4 months in length.
- Approx size of space is 291sqm or 57.5 linear metres of wall space and comes with a wide range of display cases and plinths.
- The galleries are normally booked at least 2-3 years in advance and are not available for private hire.

G7 is a smaller temporary gallery on the ground floor of our flagship museum. It allows an in-focus spotlight on responses to our collections through artistic and curatorial interventions.

- Exhibition slots are generally 4 – 5 months in length.
- Approx size of space is 44sqm, or 24 linear metres of wall space, plus a selection of cases or plinths if required and available.
- The galleries are normally booked at least 1-2 years in advance and are not available for private hires.

### Newarke Houses

The Garden Galleries comprise of two interconnected galleries and are the ideal gallery spaces for community exhibitions. They support the work of artists, curators and community groups mainly from the city and the region.

- Exhibition slots are generally 4 - 5 months in length
- Approx size of space is 81.02 sqm, or 82.70 linear metres of wall space, plus a small selection of cases or plinths if required.
- The galleries are normally booked at least one year in advance and can be available for private hires.

## Frequently Asked Questions

**What resources are available to help me with my proposal?** Proposals must be self-sufficient; we support with in kind design and production of exhibitions. For artists or organisations wishing to apply for funding (either through the Arts Council England or other organisations), we are happy to provide a letter of support. Unfortunately, we are unable to offer an artist fee, and we would like you to consider how you would proceed with the curation of your exhibition should funding fail to be granted.

### **How far in advance should I propose an exhibition?**

We programme 3 temporary exhibition spaces and have one hire space available. Each space has a different schedule, please review the relevant gallery overview for this information.

**What if I have queries about my proposal?** Due to the volume of proposals received we cannot respond to all exhibition proposals. If we are interested in your proposal and require clarification, we will contact you.

### **When will my proposal be reviewed?**

Proposals of interest are discussed at our quarterly meetings, if your proposal is successful or if we require further information, we will contact you in advance of these meetings. Please note it may take up to six months for a decision.