

Leicester Museums & Galleries Exhibition Proposal Guidelines

Exhibition Criteria

We assess proposals based on a list of criteria below. 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](#).

- Attract a wide range of people from the city and the region including tourists.
- 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.
- Possible blockbuster of high profile and high-quality crowd pleaser which entertains and is fashionable and or playful.
- Must be relevant, informative and where possible topical.
- Must have the ability to take risks, be pioneering, and cutting edge.
- Where possible must consider creating social spaces for people to come together, to share learning and break down barriers.
- Must have opportunities for community engagement.
- Must have commercial opportunities offering sales and merchandise such as original work or income generate through an events programme.
- 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 five museums, two of which host our temporary exhibitions programme.

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.

- The galleries are normally booked at least 2-3 years in advance and are not available for private hire.
- The exhibition slots are generally up to 2-3 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.

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 3 to 4 months in length.

- Approx size of space is 44sqm, or 24 linear metres of wall space, plus a small 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 3 to 4 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 and available

The galleries are normally booked at least one year in advance and can be available for private hires.

FAQs

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.

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.

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.

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, we are happy to provide a letter of support but do not offer an artist fee.