



## **REQUEST FOR PROPOSALS**

### **Guest Curator for a Clark Fitz-Gerald Exhibition**

#### **Project Description**

In 2017, the children of the sculptor, Clark Fitz-Gerald (1917-2004), donated his extensive archives to the Castine Historical Society (CHS). Fitz-Gerald, who was an important figure in 20<sup>th</sup>-century art lived and worked in Castine from the 1950s until his death. The collection demonstrates that Fitz-Gerald's life – as a student, teacher, and a creator – revolved around his art. The archives document Fitz-Gerald's working process, showing the development from his early sketches and notes to his finished sculpture.

The archive contains hundreds of speeches, letters, notes, articles, newspaper clippings, and over 1,100 photographic prints. In addition, the archives include fifty-five sketchbooks and sixteen notebooks and journals that document Fitz-Gerald's work process. The sketchbooks and journals include his drawings of flora, fauna, and the human form as well as playful cartoon and character studies of his friends and community members. The photographs are a mixture of prints by professional photographers that capture Fitz-Gerald at work in his studio, the finished installations of his sculpture, and snapshots of family scenes at home. For a number of Fitz-Gerald's sculptures, CHS has early concept drawings, a photograph of the finished piece, reviews and gallery comments, related letters, and artist's notes. (To learn more see Fitz-Gerald's son's illustrated talk sponsored by CHS several years ago: <https://vimeo.com/229413715>).

CHS is seeking a qualified art historian with proven experience to curate and design an exhibition focusing on the Clark Fitz-Gerald archives, along with some borrowed sculpture from community members and Maine museums. The exhibit will run from June 6 – October 10, 2022.

#### **Scope of Services:**

All responses to this Request for Proposals (RFP) should be based on the following assumptions:

- The selected guest curator will work with the CHS staff and Exhibits Committee, along with Clark Fitz-Gerald's son, Stephen Fitz-Gerald who will serve as an advisor, to curate an exhibit on Clark Fitz-Gerald.
- The guest curator will provide a thematic concept for the exhibition.

- The guest curator will use CHS's Fitz-Gerald archival collection as the basis for research and select material from the collection for the exhibition, along with a small selection group of related sculpture mainly borrowed from Castine community members and collections in Maine.
- The guest curator will supply an overall exhibit design for the exhibition and graphic design for each interpretive panel in a digital format ready for printing. The exhibit will be held in the CHS Abbott School exhibit space.
- The guest curator will work with CHS staff to write, edit, and supply finished label and text panel copy.
- CHS staff will work with the exhibit firm to oversee the printing and creation of all label and text panels.
- CHS staff will work with the guest curator to source pedestals for sculptures.
- CHS staff will be the liaison between exhibit lenders initiating contact, handling loan paperwork, and pick up and delivery of artwork.
- CHS staff and Exhibits Committee will install and deinstall the exhibition.

### **Proposed Schedule**

- RFP issued: October 15, 2020
- Proposals due: November 6, 2020
- Announcement of selection: November 13, 2020
- Contract creation: November 20, 2020
- Maine Humanities Council grant submitted: January 31, 2021
- Learn about grant: around March 15, 2021
- Maine Arts Commission grant submitted: March 26, 2021
- Research at CHS to be arranged at a mutually agreeable time with the understanding that weekend days might be required: Dec 2020 – May 2021
- Learn about grant: around July, 2021
- Selection of artwork and contacting of lenders curator/staff: July-August 2021
- Loan forms finalized by staff: August 2021
- Secure loaned work (taking into account seasonal residents): August 2021 – April 2022
- Exhibition plan and overall design: September – December 2021

- Text panel and label writing and editing: January 1 – February 28, 2022
- Text panel and label design: March 1 – 31, 2022
- Text panel and label creation: April 1 – April 29, 2022
- Exhibit installation: May 2 – June 3, 2022
- Exhibit opening: mid June, 2022

**Budget:** CHS has an overall budget of \$15,000 spread over a two-year period for this exhibition which includes curatorial fee, design and creation of panels and labels, and travel related to borrowing exhibit items.

**Requested materials:**

- Letter expressing the applicant's statement of interest
- Proposal describing a preliminary exhibit theme and concept
- Resume and references
- Samples of published text for exhibitions and catalogues
- Fee proposal including any reimbursable expenses, as well as a payment schedule.

For questions please contact Lisa Simpson Lutts, Executive Director at 207-326-4118 or [director@castinehistoricalsociety.org](mailto:director@castinehistoricalsociety.org).