

***Journey Stories* Application Guidelines**

Applicants: AHC will select six rural community organizations, or “host sites”, through a competitive process. (“Rural” is defined as towns with populations of less than 25,000, and not directly adjacent to an urban area). A host organization must be constituted for non-profit purposes and have available space consisting of at least 700 square ft. with 9 ft. high ceiling in order to house the exhibition. Additional requirements are described in the application. Host sites are typically museums, but may also be historical societies, libraries, town governments, or other community organizations.

Schedule: *Journey Stories* is scheduled to tour Arizona from June 22, 2013 through April 6, 2014. Each of the six sites will host the exhibition for six weeks. AHC will host a Program Workshop for all host sites in Fall 2012 and an Installation Workshop at the first host site in June 2013.

Programming: Along with hosting the exhibition, sites will develop supplementary programming to accompany it. AHC will facilitate these programs by providing funding, scholarly consultations, and preparatory workshops, as well as lecture and book discussion series developed by AHC. Sites may develop local exhibits, oral history projects and publications, and/or storytelling and folk demonstrations, among other formats.

Application Process: Download and fill out the *Journey Stories* Application, and submit **one hard copy** of the completed application, with approved attachments, to the AHC office by **February 29, 2012, at 5:00 PM**. Sites will be notified of their participation by **April 30, 2012**.

For more Information/Reference: Visit <http://www.museumonmainstreet.org> for more about *Journey Stories* and MoMS. Visit the AHC website to browse the archive of MoMS exhibitions that have toured Arizona in the past: http://azhumanities.org/Smithsonian_Exhibitions.php.

For more information, contact Celina Chiarello, Programs & Grants Coordinator, at 602/257-0335 x23 or cchiarello@azhumanities.org

AHC and MoMS will provide the following to each host site:

- Free exhibition rental and insurance for six weeks.
- A two-day Program Workshop in Fall 2012 and a one-day Installation Workshop in June 2013.
- A humanities scholar and museum professionals for consultation.
- \$1,000 in grant funds to support a local companion exhibit and supplemental public programs.
- Assistance in public program planning.
- “Packaged” public program components, which may include speaker presentations, book discussion programs, and film series.
- An exhibition support manual covering installation, public relations, evaluation, and developing local exhibits and public programs.
- An exhibition docent guide, teacher’s guide, and national project websites at <http://www.storiesfrommainstreet.org>
- Promotional materials including posters, brochures, press kits, and banners.

In return, host sites will be asked to:

- Identify a staff person or volunteer from the host site to serve as project director for the duration of the project.
- Convene a local advisory committee to help guide local fundraising, programming, etc.
- Send the project director and one additional person to attend a two-day Program Workshop in Fall 2012 and a one-day Installation Workshop in June 2013.
- Publicize the exhibition widely in cooperation with AHC.
- Arrange and pay for shipping the exhibition from the previous host site according to MoMS requirements. (Note: Contracting with an outside shipping company may average \$800 per site).
- Display the exhibition in a 700 square-foot space with 9-foot ceilings, and provide continuous supervision. (Additional space is recommended to accommodate a local companion exhibit, and applicants should also consider nearby facilities that can accommodate groups attending supplemental public programs.)
- Provide the exhibition to the general public for no additional cost beyond regular admission, for 30 to 40 hours a week, including one weekend day and one weekday evening.
- Plan and implement a minimum of three supplemental public programs, i.e. oral history projects and publications, and/or storytelling and folk demonstrations, among other formats.
- Connect with local schools to provide students with access to the exhibition and accompanying educational resources.
- Track all staff and volunteer time, facilities, and other resources donated to the project.
- Complete an evaluation within three weeks of the completion of the exhibition.