

# Request for Proposals

## The Smithsonian is Coming to South Carolina!

### Request for Proposals for *The Way We Worked*:

The Humanities Council<sup>SC</sup> is pleased to announce a special South Carolina tour of *The Way We Worked*, an exhibition from the Smithsonian Institution. Developed as part of the Museum on Main Street program, this exhibit is designed especially for small cultural organizations and rural audiences that lack regular access to traveling exhibitions due to space and cost limitations.

The exhibit will tour six South Carolina communities from January – November 2017.

**Eligible host sites are:** small museums, libraries, historical societies, cultural centers and other community venues in towns of fewer than 20,000 residents. Any host site must demonstrate the physical capacity to host the exhibit, which requires 600 square feet of exhibit space, 8.5 foot ceilings, and access to electrical outlets. Sites will be chosen based on geographic location, strength of proposed ideas for auxiliary events, and physical display space. Applications are due by **November 2, 2015**. Submission of an application does not guarantee selection as a host site. Selections will be announced in December 2015.

*The Way We Worked* is made possible in South Carolina by The Humanities Council<sup>SC</sup>. *The Way We Worked* is part of Museum on Main Street, a collaboration between the Smithsonian Institution and state humanities councils nationwide. Support for Museum on Main Street has been provided by the US Congress.

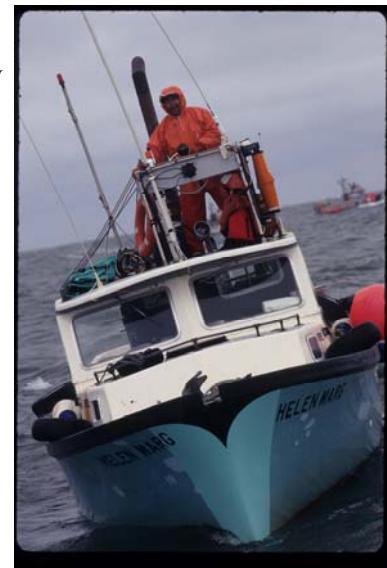
### About the exhibit:

With busy hands and minds American workers perform a diverse array of jobs to power our society. Work is part of nearly every American's life, whether for professional satisfaction and personal growth or to ensure the well-being of their families. In offices, factories, on the road, and at home, millions keep the nation going through contributions to industry and American culture.

*The Way We Worked*, adapted from the original exhibition developed by the National Archives, explores how work became such a central element in American culture by tracing the many changes that affected the workforce and work environments over the past 150 years. The exhibition draws from the Archives' rich collections to tell this compelling story.

The diversity of the American workforce is one of its strengths, providing an opportunity to explore how people of all races and ethnicities identified commonalities and worked to knock down barriers in the professional world. The exhibition shows how we identify with work—as individuals and as communities.

The exhibition invites visitors to hear workers tell their own stories, or view films of various industries. Interactive components convey the experiences of multiple generations of families involved in the same industry.



## **SELECTED HOST SITES RECEIVE:**

- ◆ Free exhibit rental (for approximately 6 weeks)
- ◆ \$2,500 grant to support local community programs such as a companion exhibit, guest lecturers, film or book series, oral history projects, and community forums
- ◆ An exhibition support manual and program planning assistance
- ◆ Publicity materials such as posters, press kits, and banner
- ◆ A humanities scholar to consult and present a lecture
- ◆ Professional installation and de-installation guidance from a Museum on Main Street staff person
- ◆ Travel expenses to attend two training workshops
- ◆ The Humanities Council<sup>SC</sup> will produce a statewide component for the tour that will be available to participating communities. At present, we are considering a local exhibit, Speakers Bureau program, reading and discussion program, or other option TBD.

## **HOST RESPONSIBILITIES:**

- ◆ Provide an enclosed and secure exhibit area of at least 600 square feet with 8.5-foot ceilings
- ◆ Appoint a Project Director for the exhibit who will attend (2) mandatory planning meetings in 2016 and 2017
- ◆ On-site staff presence when the exhibit is open
- ◆ Contribute at least \$2,500 of in-kind support (time, supplies, etc.) or cash as cost-share and keep thorough records of cost-share
- ◆ Plan and implement *at least three* public humanities programs and a companion exhibit (Possible programs include: oral history projects, lectures, film discussions, book discussions, living history recreations, storytelling, workshops, radio programs featuring interviews, and much more.)
- ◆ Publicize the exhibit widely in coordination with The Humanities Council<sup>SC</sup>
- ◆ Complete attendance reports and final paperwork for the close of the exhibit

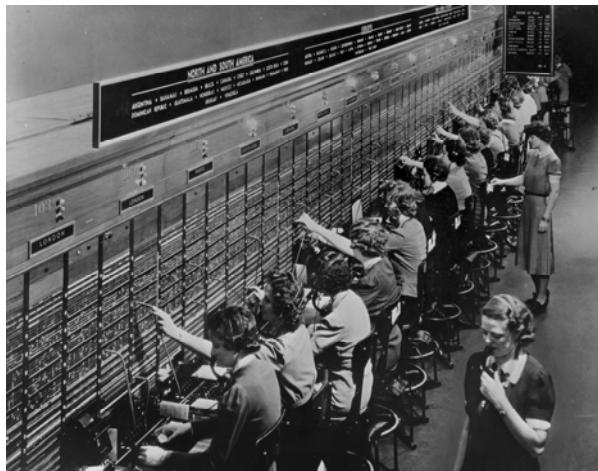
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**DEADLINE FOR APPLICATIONS: November 2, 2015**

**DATE OF AWARD NOTIFICATION: December 20, 2015 (approximate)**

Submit one original completed application and four (4) hard copies to the office in person or by mail. (Email submission of application is not accepted, and the deadline is a firm, not post-marked, deadline.)

**Attn: Theresa Wallace  
Re: 2017 The Way We Worked Exhibit  
The Humanities Council<sup>SC</sup>  
P.O. Box 5287  
Columbia, SC 29250**



## PART 1 – Tell us about your Organization!

Name of Organization: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip \_\_\_\_\_

Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Web site: \_\_\_\_\_ EIN Number: \_\_\_\_\_

U.S. Congressional District: \_\_\_\_\_ DUNS Number: \_\_\_\_\_

Project Director: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Briefly describe the facility and the area where *The Way We Worked* would be displayed. Does it fit the space requirements? (600 square feet with 8.5-foot ceilings)

Briefly describe security and climate conditions:

Number of full-time staff: \_\_\_\_\_

Number of part-time staff: \_\_\_\_\_

Annual number of people served and/or visitation: \_\_\_\_\_

Annual budget for public programs (including exhibits): \_\_\_\_\_

Population of Community/Area/Region Served: \_\_\_\_\_

Dates and hours of operation: \_\_\_\_\_

PART 1, continued

What dates would be best for your organization to host the exhibit and to attract the best audience? (Mark 1<sup>st</sup> and 2<sup>nd</sup> choices.) Please explain your reason(s) in the narrative answer to Part 2, Section A.

January 28—March 12, 2017

March 18—April 30, 2017

May 6—June 18, 2017

June 24—August 6, 2017

August 12—September 24, 2017

September 30—November 12, 2017

**PART 2 – Share your preliminary ideas for making *The Way We Worked* a successful event for your community. Please respond to the following narrative questions and attach your answers to the application.**

**A.** Identify community resources (partnering organizations, special facilities, festivals or events) that will make the project successful in your town. Please also discuss the best timing for your organization to host the exhibit, as indicated in your selections above.

**B.** Briefly describe some ideas you have for public humanities programs and other community events to enhance the exhibit. Be creative! Include fun activities (ex: essay/poetry competition or community scavenger hunt) as well as educational programming. Please be as thorough as is possible at this early date.

**C.** Please discuss ways in which the exhibit can further your organization's goals (for example: initiate a new building campaign, attract new members, or provide staff development).

**PART 3 - Please include letters of recommendation (maximum of three) from relevant community organizations, county or municipal representatives, supportive board members, willing volunteers, or significant donors, etc.** The ability to reference local enthusiasm and commitment will strengthen your candidacy.

**DEADLINE FOR APPLICATIONS: November 2, 2015**

**QUESTIONS? Contact Theresa (T.J.) Wallace**  
**tjwallace@schumanities.org**  
**803-771-2477**