**FIRST SITE
GALLERY**

Exhibitor Kit

We acknowledge the people of the Woi wurrung and Boon wurrung language groups of the eastern Kulin Nation on whose unceded lands we conduct the business of the University. We respectfully acknowledge their Ancestors and Elders, past and present.

We also acknowledge the Traditional Custodians and their Ancestors of the lands and waters across Australia where we conduct our business.

About Us

First Site is RMIT's student gallery, focused on presenting art practices from emerging and mid-career artists. First Site provides students with a space where they can experiment, take risks and learn about presenting their work publicly often for the first time.

The gallery presents a diverse program of exhibitions throughout the year via an Expression of Interest model and two annual exhibitions dedicated to RMIT PhD candidates called On-Site. Our EOIs are programmed by an open and equitable call-out process in Semester 2 each year. The On-Site program invites two PhD candidates annually to participate in an engagement focused exhibition model, sharing their research with our student cohorts and the public through workshops and events.

First Site's formation can be traced back to 1968 shortly after the creation of RMIT's Student Union. The gallery was relocated in 1996 and moved to historic Storey Hall. From its inception, First Site was conceived as a space to provide students with a conduit into creative practice, independently from RMIT's teaching programs.

First Site Gallery 2022. Photo by Keelan O'Hehir.

Am I eligible?

To be an exhibiting First Site artist in 2025 you must be a current student of RMIT in 2024. We will accept applications for students who are graduating in 2024, to exhibit in 2025. We are unable to accept applications from graduates of any other year than 2024.

We accept EOIs from all schools and all disciplines.

Exhibitors must be emerging or mid-career creative practitioners who are enrolled in an RMIT degree at the time of expressing interest.

What kind of projects can I present?

We encourage anyone applying to exhibit in First Site to test any creative project from art, design, media, craft or technology—there is no criteria to what can be presented at First Site.

Projects can include works previously developed in RMIT coursework programs, but the proposed presentation of works must not impact academic assessment. Group exhibitions of coursework program cohorts will not be considered.

Project areas our assessors will be prioritising for the 2025 intake EOIs:

- Projects which promote a diversity of practice, voice and background

- Projects which contribute to student belonging, or the student learning experience

- Projects which generate cross-university and cross-disciplinary conversations

- Projects by First Nations creatives and practice-based researchers

- Creative-practice research into social justice, including gender equality, cultural diversity

- Creative-practice research into sustainability

Installation Image, Teegan Horat,
I Spoke to an Echo, **2024. Photo**
by Sebastian Kainey.

Installation view, Jade Cargill, Odin Strbac Low, Yvonne Rambeau and Sophie Malvestuto, in *Between the Fog,* First Site Gallery, Melbourne, 2024. Photo by Sebastian Kainey.

The opportunity

Exhibition periods

The four EOI periods available in 2024 are April-May, May-June, August-September and October-November. Please indicate which periods you can be available for in your application.

Exhibitor fee

It is free to exhibit at First Site. All successful applications will receive a project fee for their exhibition. This fee will be based on how many artists are represented in the exhibition.

Expert advice and support

Exhibiting at First Site gives you access to expert arts administration and creative production staff members at RMIT. We are here to assist you with the development and delivery of your exhibition.

Opening and public programs

Each First Site exhibition will be supported with an opening celebration with catering provided. This opening will fall on the first Tuesday or Wednesday of the exhibition period. Please include any information about associated public programs in your application.

We can accommodate public artist talks, workshops, performances, and associated events within the project's parameters. Upon approval of your EOI, we will discuss these programs in further detail with you.

Invigilation

You will be required to invigilate your exhibition according to the amount of gallery spaces you apply to use. For example, if you are applying to use two gallery spaces, you will be required to sit FOH two days a week.

Exhibition documentation

A photographer will be organised to professionally photograph your exhibition. You can use these in your portfolio, with the photographer's credit. RMIT Galleries will use this documentation to promote the exhibition.

Survey

After you complete your project we ask that you fill out our short survey about your experience exhibiting at First Site. Any testimonials may be used on our 'Impact Report' and for future grant applications.

Installing and de-installing

What we provide

We will provide you with support and advice over the installation and de-installation of your exhibition. This support takes the form of:

Project production advice and install and de-install assistance over 3 pre-arranged days during business hours.

We have a small range of equipment and materials at First Site that exhibitors can use for the duration of their exhibitions. This includes screens, media players, data projectors, audio equipment, and general exhibition installation tools and hardware. Any use of this equipment needs to be flagged in your application.

Assistance with setting up LED Lighting (lux level adjustable) for your exhibition.

If you require any specialist equipment (i.e. audio/visual) or the creation of specific gallery infrastructure, or alternate paint treatment for walls, we can assist with sourcing this, however costs may need to be absorbed by the successful applicant.

What we ask of you

To provide accurate details of your proposed project at time of application.

To collaborate with us on your project planning and inform us of any changes to your project brief or ideas.

To be present for installation and de-installation, unless otherwise agreed.

To follow all OHS and safety protocols, ensuring that RMIT Culture remains a safe and welcoming environment for all.

Return the gallery space to standard configuration after you de-install your project.

This may include:

- Re-paint back to standard white

- Removal of gallery infrastructure interventions

- General cleaning of gallery space

Installation Image, *Matrix Re-Loaded*, First Site Gallery, 2023, Photo by Sebastian Kainey.

The space

First Site Gallery includes
4 project rooms;

Gallery 1, 12.2m x 5m
Gallery 2, 14.2m x 2.8m
Gallery 3, 6.5m x 2.5m
Gallery 4, this is a black-box space
for audio/visual works only

Please note if your project
intends to use a single gallery or
multiple galleries.

Some considerations

Gallery Walls
Most of the gallery walls in First
Site are constructed from 18mm
MDF, where fixings such as
screws, nails and pins can be
used.

Ceiling Hangs
There are limitations in terms of
hanging from the ceiling, please
outline your ideas clearly in your
EOI noting weight of the object
you are wishing to suspend.

Heritage Considerations
First Site Gallery has a heritage
overlay. We are not able to
impact certain parts of the
ceiling, floors or brickwork. This
includes painting the brickwork.

Gallery 4 Set-up
This Gallery is intended as a black-
box space with limited capacity for
change. It is set up with a screen
and two speakers. This gallery is
best used for single-channel
video or audio works.

3055

GALLERY 2

14200

5060

GALLERY 1

14200

GALLERY 3

6880

14200

GALLERY 4

5060
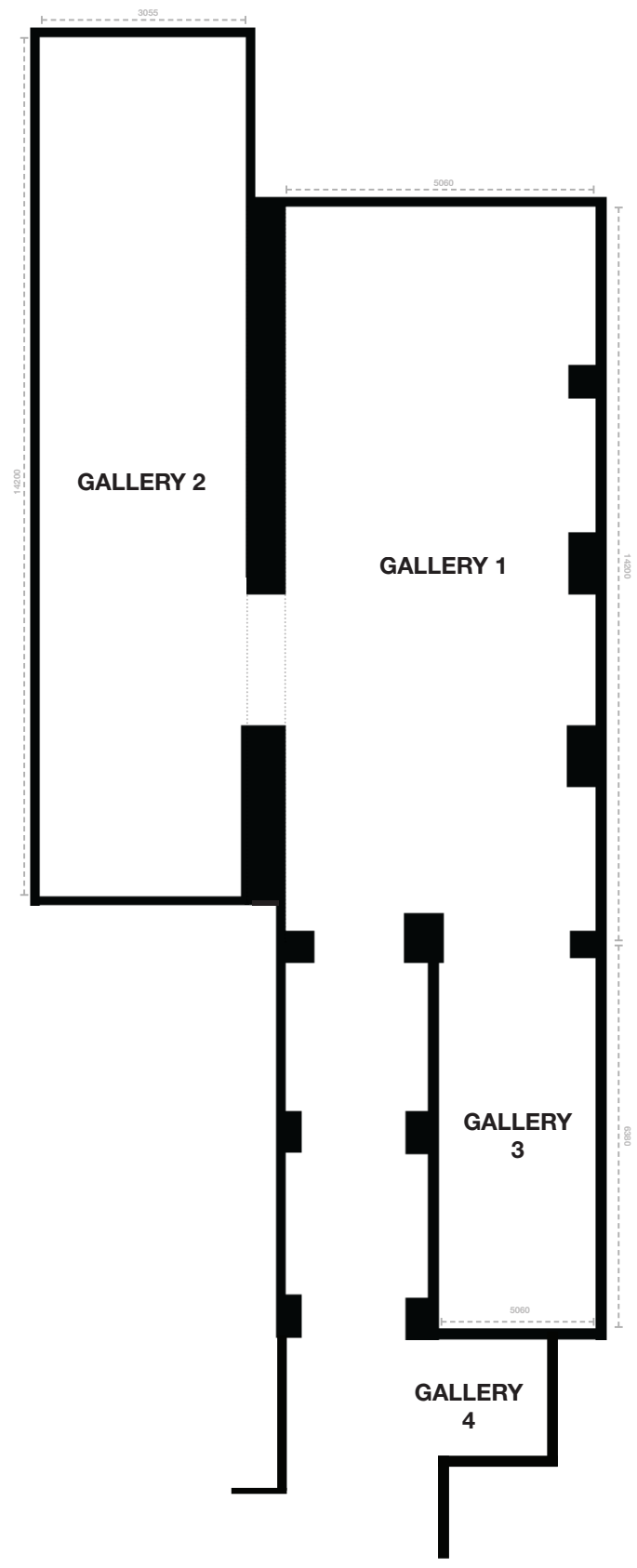
Expression of interest

EOI application and selection process

EOIs can be submitted until Sunday 27 Oct 11:59PM

To submit an EOI, please review the information below.

EOIs will be assessed in early November 2024 and successful applicants will be advised in late November 2024.

If you have questions about the EOI process or want to discuss your project, please read this information booklet carefully and contact us at galleries@rmit.edu.au with any further questions.

The First Site Gallery panel consists of two RMIT Galleries staff members, one RMIT academic staff member and a First Site 2024 exhibiting artist.

Selection criteria

The selection criteria upon which a potential project will be assessed includes the following evenly weighted criteria:

Quality - Projects should be critical, innovative and contribute to contemporary cultural and social discourse.

Relevance - Projects should consider their relevance and specific contribution to the University and RMIT Galleries Program. Projects which connect to RMIT values, 2024/25 program priority areas (see below) may be preferred.

Feasibility - Projects should have the capacity for timely and quality delivery.

Required information

Please provide the following information in the EOI 2025 form on our website supplied.

Please note, incomplete applications (applications that do not provide ALL of the following information) will not be accepted by the panel.

Project proposal

Project Title & Project Summary (max 250 words)

Briefly discuss the conceptual basis of your proposed project. This may include the ideas that have informed the work; themes that are addressed in the work; the context of the work; what its aims are; and who is the target audience.

Exhibition Description (max 250 words) In simple terms, please describe what will be seen/ heard/experienced in the gallery. Where possible, identify what physical elements of the gallery will be used.

Project Contributors: Applicants to provide all persons who will contribute to the project.

Please include contributor's name, their role (artist, curator, performer, writer, etc.), the program they are enrolled in (BA Fine Art, Master of Landscape Architecture, etc.), their expected program completion year (2024, 2025, etc.), and if they have confirmed that they can participate (confirmed, TBC).

Supporting material

(provided as a link to an online storage platform)

List of works: (for all images and sound/audio links provided) For image files the list of works should include the image filename, the artist's name(s), title of work, year work was completed, material or medium, and the size of the work.

For sound, video and/or interactive work links, the list of works should include the URL, URL password, the artist's name(s), title of work, year work was completed, and the duration.

Examples of the contributor's work:

Up to 10 high quality images (jpegs) Image filename should include the support material image number, the artist's initials, and the date the works were completed (i.e 01-JS-2015.jpg, 02-JS-2017, etc.)

Up to 3 minutes of video/ sound: Sound and/or video should be supplied as URL links to streaming content (i.e Vimeo, Soundcloud, etc.). If the link is password protected please note passwords in the list of works.

Up to 3 examples of interactive works: interactive works should be supplied as URL links. If the link is password protected please note passwords in the list of works.

A short bio and CV for all contributors: (max 1 page each, and formatted as one PDF document)

Please note that if an EOI contains more support material than what is noted above, assessors will ONLY review the first 10 images, 3 minutes of video/sound, 3 examples of interactive works, and/or 3 pages of text.

Installation view, Cecilia Sordi Campos, *Tem Bigato Nessa Goiaba 2019* (foreground), in *Macumba*, First Site Gallery, Melbourne, 2024. Photo by Sebastian Kainey.