

2027 Call for Proposals Research and Development Sample Budgets

These sample budgets show how a research and development budget may be structured. They are examples, not templates, and do not cover every eligible expense.

Use the format that fits your research and organization. You do not need to match these examples.

Budget requirements

Project budget

Submit a budget showing **pending and confirmed income and expenses**. Research and Development applicants may request \$25,000 or \$50,000.

If the grant will support a curator taking leave from institutional responsibilities, costs associated with covering administrative or personnel needs during that leave may comprise up to 60% of the requested award.

Organization budget

Submit your organization's operating budgets for the **past and current fiscal years**. A future fiscal-year budget is optional. For partnerships, submit the operating budget of the lead partner only.

University-affiliated applicants: Submit the operating budget for the gallery, museum, art center, or other unit applying for the grant, **not the operating budget of the university or college as a whole**.

Examples in this packet

- Research Leave \$50,000 request
- Research with an Artist \$50,000 request
- Convening \$50,000 request
- Independent Curator \$25,000 request
- Operating Budget University Gallery or Museum
- Operating Budget Small Organization

RESEARCH AND DEVELOPMENT		
Organization budget size	\$3,000,000	
Organization type	Regional / mid-sized art museum	
Total project budget	\$69,290	
Teiger request	\$50,000	
Project description	Curator taking institutional leave for archival research and artist interviews toward a future project.	
Expenses		
Personnel, honoraria, and support		
Artist honoraria for interviews	\$5,000	10 artists, \$500 each
		Comprises up to 60% of the Teiger request. May fund backfill of the curator's administrative and departmental duties during leave, for example temporary or part-time coverage of collections management, exhibitions coordination, or program administration so the curator can step away to conduct research.
Institutional support during curator leave	\$30,000	
Childcare	\$6,000	
Subtotal	\$41,000	
Travel		
Trip to Trinidad	\$4,530	Flights, lodging, per diem, and ground transportation, 14 day trip
Trip to Puerto Rico	\$6,560	Flights, lodging, per diem, and ground transportation, 14 day trip
Trip to Barbados	\$9,250	Flights, lodging, per diem, and ground transportation, 30 day trip
Subtotal	\$20,340	
Supplies and materials		
Recording equipment	\$1,500	Audio recorder, SD media, microphone and stand
Copyedit of transcriptions	\$2,500	
Data storage	\$650	
Subtotal	\$4,650	
Contingency	\$3,300	Calculated at 5%
Total expenses	\$69,290	
Revenue		
Source	Amount	Status
Teiger Foundation	\$50,000	Requested
Foundation A	\$12,500	Confirmed
Foundation B	\$5,000	Confirmed
Institutional travel budget	\$1,500	Confirmed
Total revenue	\$69,000	
Surplus/deficit	-\$290	
This sample budget is designed for a curator applying for a research and development grant to fund archival research and artist interviews. Up to 60% of research and development grants can be allocated to institutional administrative support to enable curators to take leave for research.		

RESEARCH AND DEVELOPMENT		
Organization budget size	\$1,400,000	
Organization type	ICA / kunsthalle / university contemporary art center	
Total project budget	\$73,500	
Teiger request	\$50,000	
Project description	Collaborative research and prototyping with an artist toward a future site-specific commission and catalogue.	
RESEARCH AND DEVELOPMENT: Seed funding for site-related commission with catalogue		
Expenses		
Fees and honoraria		
Artist	\$5,000.00	50% of artist fee of \$10,000 (seed funding to jumpstart project)
Artist assistant	\$5,000.00	
Catalogue contributors	\$10,000.00	5 contributors, \$2,000 each
Subtotal	\$20,000.00	
Studio expenses and artwork development		
Mock-ups	\$5,000.00	Prototyping
Artist materials	\$20,000.00	For site-specific commission: material tests, preliminary builds, fabricator consultations, subcontractors
Subtotal	\$25,000.00	
Travel		
Artist travel	\$10,000.00	Flights, ground transportation, lodging, and per diem for site visits and exploratory research for artist
Artist assistant travel	\$10,000.00	Flights, ground transportation, lodging, and per diem for site visits and exploratory research for artist assistant
Visa, translation, and other fees	\$5,000.00	
Subtotal	\$25,000.00	
Contingency	\$3,500.00	Calculated at 5%
Total expenses	\$73,500.00	
Revenue		
Source	Amount	Status
Teiger Foundation	\$50,000.00	Requested
Foundation A	\$6,000.00	Confirmed / Part of \$100,000 grant
Foundation B	\$12,500.00	Pending
Individual contribution	\$5,000.00	Confirmed
Total revenue	\$73,500.00	
Surplus/deficit	\$0.00	
In addition to seeking funds for their own research, curators can apply for support to conduct collaborative research with artists, programmatic partners, or catalogue contributors. This sample budget is designed for a curator applying to fund the beginnings of a solo exhibition that will include an ambitious artist commission and catalogue.		

RESEARCH AND DEVELOPMENT		
Organization budget size	\$900,000	
Organization type	Independent contemporary art space	
Total project budget	\$62,656	
Teiger request	\$50,000	
Project description	Convening of curators, artists, scholars, and community collaborators to develop a shared line of research.	
Expenses		
Participant honoraria	\$18,000	12 invited guests at \$1,500 each, per W.A.G.E. guidelines
Per diem	\$2,160	12 guests, \$60 each per day for 3 days
Flights	\$6,000	12 guests, \$500 each round trip
Ground transportation	\$3,000	Car rentals, rideshares, and shuttles
Lodging	\$7,200	12 guests, \$200 each per night for 3 nights
Meals	\$3,600	Includes catering, restaurants
Live streaming	\$3,500	Streaming platform, technical direction, post-production
Documentation	\$5,000	Recording, transcribing, editing, and publishing the convening conversation
Accessibility services	\$8,500	ASL interpreters, real-time captioning
Contingency	\$5,696	Calculated at 10%
Total expenses	\$62,656	
Revenue		
Source	Amount	Status
Teiger Foundation	\$50,000	Requested
Foundation A	\$8,000	Confirmed
Foundation B	\$5,000	Confirmed
Total revenue	\$63,000	
Surplus/deficit	\$344	
This sample budget is designed for a curator applying for a research and development grant to learn more about a topic through convening colleagues, scholars, practitioners, and community members.		

RESEARCH AND DEVELOPMENT		
Organization budget size	Independent curator (host TAOE \$500,000)	
Organization type	Independent curator with host institution	
Total project budget	\$34,125	
Teiger request	\$25,000	
Project description	Independent curator conducting archival and studio research toward a future exhibition, with their own curatorial labor compensated.	
Expenses		
Personnel and curator compensation		
Independent curator fee	\$12,000	Compensation for the independent curator's research labor across the project period
Research assistant	\$3,000	Part-time support for archival organization and transcription
Subtotal	\$15,000	
Travel and research		
Archival research travel	\$6,000	Flights, lodging, per diem, ground transportation for two research trips
Studio visits	\$4,000	Travel for studio visits with six artists
Archival access and materials	\$1,500	Reproduction fees, scans, and research materials
Subtotal	\$11,500	
Artist and collaborator honoraria		
Artist honoraria	\$3,000	6 artists at \$500 each for interviews and studio access
Subtotal	\$3,000	
Documentation and dissemination		
Documentation	\$1,500	Recording and transcription of interviews
Host institution administrative support	\$1,500	Modest coordination support from the host institution
Subtotal	\$3,000	
Contingency	\$1,625	Calculated at 5%
Total expenses	\$34,125	
Revenue		
Source	Amount	Status
Teiger Foundation	\$25,000	Requested
Host institution contribution	\$4,000	Confirmed
Foundation A	\$3,000	Confirmed
Foundation B	\$2,125	Pending
Total revenue	\$34,125	
Surplus/deficit	\$0	
This sample budget is designed for an independent curator, working with a host institution, applying for a research and development grant to fund early-stage research toward a future exhibition. Independent curators should include appropriate compensation for their own curatorial labor in the budget.		

Operating budget: university gallery or museum

EXPENSES	PAST FY	CURRENT FY	FUTURE FY
Programming			
Exhibitions	\$445,000.00	\$460,000.00	\$500,000.00
Traveling Exhibitions	\$40,000.00	\$40,000.00	\$40,000.00
Marketing and Public Relations	\$96,000.00	\$96,000.00	\$96,000.00
Engagement Programs	\$60,000.00	\$72,000.00	\$75,000.00
Security	\$45,000.00	\$50,000.00	\$50,000.00
Programming Expense Subtotal	\$686,000.00	\$718,000.00	\$761,000.00
Administrative			
Personnel Costs (including fringe)	\$1,795,124.00	\$1,848,977.72	\$1,904,447.05
Building & Maintenance	\$996,000.00	\$996,000.00	\$996,000.00
Administrative (travel, phone, postage, supplies)	\$189,000.00	\$190,000.00	\$210,000.00
Funds available for Strategic Initiatives/Strategic Vision Plan	\$60,000.00	\$60,000.00	\$60,000.00
Development and Annual Benefit Costs	\$90,000.00	\$94,500.00	\$99,225.00
Administrative Expense Subtotal	\$3,130,124.00	\$3,189,477.72	\$3,269,672.05
TOTAL EXPENSE:	\$3,816,124.00	\$3,907,477.72	\$4,030,672.05
REVENUE	PAST FY	CURRENT FY	FUTURE FY
Publications Sales	\$23,000.00	\$30,000.00	\$30,000.00
Editions/Merchandise Sales/Prints	\$3,000.00	\$5,000.00	\$5,000.00
Space Rentals from Outside Organizations	\$4,000.00	\$6,000.00	\$6,000.00
Touring Exhibition Fees	\$20,000.00	\$40,000.00	\$60,000.00
Earned Income Subtotal	\$50,000.00	\$81,000.00	\$101,000.00
Contributed Income			
Individual Contributions	\$75,000.00	\$100,000.00	\$125,000.00
Annual Benefit	\$200,000.00	\$250,000.00	\$250,000.00
Corporate	\$50,000.00	\$50,000.00	\$50,000.00
Grants: Foundations * Restricted & Unrestricted	\$451,807.00	\$177,500.00	\$234,319.00
Grants: State/Government * Restricted & Unrestricted	\$13,000.00	\$23,000.00	\$23,000.00
Contributed Gift Subtotal	\$789,807.00	\$600,500.00	\$682,319.00
General Endowment Draw	\$1,719,317.00	\$1,968,617.97	\$1,990,272.76
Endowment Subtotal	\$1,719,317.00	\$1,968,617.97	\$1,990,272.76
University Contributed Income	\$261,000.00	\$261,000.00	\$261,000.00
University Building & Maintenance	\$996,000.00	\$996,000.00	\$996,000.00
Contributed University Subtotal	\$1,257,000.00	\$1,257,000.00	\$1,257,000.00
TOTAL REVENUE :	\$3,816,124.00	\$3,907,117.97	\$4,030,591.76
Surplus/deficit	\$0.00	-\$359.75	-\$80.29

We recognize that each university gallery or museum operates differently, and that your operating budget may differ significantly from this sample. Note that applicants should submit the operating budget for their gallery or museum only, not one for their entire university.

Operating budget: Small organization under \$4 million			
Programming expenses			
Commissions	\$517,782.00	\$550,000.00	\$575,000.00
Events	\$156,000.00	\$170,000.00	\$185,000.00
Publications	\$122,000.00	\$122,000.00	\$122,000.00
Virtual programs	\$20,000.00	\$40,000.00	\$50,000.00
Exhibitions	\$26,500.00	\$30,000.00	\$35,000.00
Archive	\$60,000.00	\$0.00	\$0.00
Marketing	\$107,080.00	\$77,200.00	\$107,080.00
Total programming	\$1,009,362.00	\$989,200.00	\$1,074,080.00
Personnel expenses			
Full-time salaries	\$737,924.00	\$760,062.00	\$782,864.00
Hourly wages	\$35,000.00	\$35,000.00	\$35,000.00
Payroll taxes & fringe benefits	\$162,588.00	\$167,214.00	\$172,230.00
Total personnel	\$935,512.00	\$962,276.00	\$990,094.00
Operating expenses			
Development: general	\$35,036.00	\$37,839.00	\$40,866.00
Development: gala & special event expenses	\$140,000.00	\$147,000.00	\$154,350.00
Administration	\$194,960.00	\$200,809.00	\$206,833.00
Facilities	\$199,626.00	\$205,615.00	\$211,783.00
Total operating	\$569,622.00	\$591,263.00	\$613,832.00
TOTAL EXPENSES	\$2,514,496.00	\$2,542,739.00	\$2,678,006.00
Contributed Income	PAST FY	CURRENT FY	FUTURE FY
Federal government	\$40,000	\$40,000	\$40,000
State government	\$80,000	\$80,000	\$80,000
Local government	\$25,000	\$25,000	\$25,000
Foundations	\$1,345,000	\$1,345,000	\$1,415,000
Corporate contributions	\$50,000	\$50,000	\$90,000
Individual contributions	\$270,000	\$283,500	\$297,675
Board contributions	\$130,000	\$140,000	\$150,000
Annual benefit/gala, including auction	\$350,000	\$400,000	\$425,000
Funds released from restrictions	\$110,000	\$50,000	—
Total Contributed	\$2,400,000.00	\$2,413,500.00	\$2,522,675.00
Earned Income			
Box office & co-production fees	\$75,000	\$80,000	\$85,000
Space & equipment rentals	\$20,000	\$25,000	\$30,000
Merchandise/product sales	\$10,000	\$15,000	\$20,000
Publication sales	\$10,000	\$10,000	\$15,000
Total Earned	\$115,000.00	\$130,000.00	\$150,000.00

TOTAL INCOME	\$2,515,000.00	\$2,543,500.00	\$2,672,675.00
Income/Loss	\$504.00	\$761.00	-\$5,331.00

Budget note: Two significant funding partners concluded their support in FY2026. Foundation A's support ended with the conclusion of its regional funding program. Foundation B also concluded its current grant and requires a one-year hiatus before the organization may reapply in FY2028. The organization is working with current and prospective funders to replace this support and diversify revenue in FY2027 and FY2028.

We recognize that each small organization operates differently, and that your operating budget may differ significantly from this sample. Please provide your organization's operating budget for the most recently completed fiscal year and current fiscal year. You may also include a projected budget for the upcoming fiscal year, if available. Please do not submit profit/loss statements or balance sheets. You are welcome to include budget notes to provide additional context about your past or projected finances.