

# Artwork Donation Request Guidelines

Thank you for your desire to donate artwork to The James and contribute to The Ohio State University. We look forward to reviewing your requested donation.

We believe in The James vision of creating a cancer-free world, one person, one discovery at a time. The James Art Program contributes to our vision by enriching the patient, family, visitor and staff experience by promoting an environment of healing and well-being throughout the hospital.

Please complete and submit the Artwork Donation Request Form for your piece(s) to be considered for acceptance. Once we have received your completed form, The James Art Program Strategic Steering Committee will review your request. The Committee is a multi-disciplinary group that consists of OSUCCC – James and Ohio State University Wexner Medical Center employees, Ohio State University faculty, as well as community members.

The Committee reviews donation applications thrice yearly at their meetings in March, July and November. All donation submissions must be received by the end of the month leading up to the meeting to be considered for review at the next meeting. Following The Committee's review of your application, you will be notified of the decision to either accept or deny your request.

The Committee's decision will be one of the following:

- Accept and Display: The piece of artwork will be accepted and displayed in the James Cancer Hospital and Solove Research Institute or one of our outpatient locations.
- Accept for the Rotating Gallery: The piece of artwork will be accepted and will be included in the patient donations exhibit that is a part of our Rotating Gallery in The James.
- Accept for the Virtual Gallery: The piece of artwork will be accepted and will be able to be viewed through our online Virtual Gallery that will be available on the OSUCCC – James website in the future.
- Denial: In the event that the piece is not accepted, the donor will be notified by The Committee with the decision.

The James