****

**Museum Re-Set Grants 2022**

**Application Form**

**Updated June 2022**

### **Closing date for applications: by 5.00 pm on Monday 04 July 2022**

### **to** [**mdgrants@museumoflondon.org.uk**](mailto:mdgrants@museumoflondon.org.uk)

*Please note applications submitted after this deadline will not be accepted.*

It is essential that you read the **Guidelines for Applicants** before filling in this form. Please read the application form carefully and fill in all sections of the form as fully as you can. Please put the name of the programme you are applying for, Re-set, into the subject header of your message to the email address above.

|  |  |  |  |
| --- | --- | --- | --- |
| **1. Your organisation** | | | |
| **Name of Organisation:** |  | | |
| **Address of Organisation:** |  | | |
| **Contact name:** |  | | |
| **Job Title:** |  | | |
| **Contact email address:** |  | | |
| **Contact telephone number:** |  | | |
| **Is your museum within the City of London & 32 London Boroughs?** | ***Yes*** | ***No*** | ***Which London Borough are you based in?*** |
| □ | □ |  |
| **Is your museum fully accredited?** | ***Yes*** | ***No*** | ***Accreditation Number:*** |
| □ | □ |  |
| **Is your museum officially ‘Working Towards Accreditation’?** | ***Yes*** | ***No*** | ***Temporary Accreditation Number:*** |
| □ | □ |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **2. Information about your Re-Set Programme** | | | |
| **Current opening hours** |  | | |
| ***What do you see as the key challenges for your museum during the current financial year to April ‘23?*** | | | |
|  | | | |
| ***How do you think that the health check assessment process might help you to prepare to address these challenges?*** | | | |
|  | | | |
| ***Do you, or your museum have any experience of continuous improvement programmes or training e.g. Survive and Thrive, AGILE etc?*** | | ***Yes*** | ***No*** |
| Please describe your previous experience: | | | |
| ***Please provide three suggested dates on which it might be possible for you to complete a self-assessment using the MDN Healthcheck toolkit. This should take no longer than 3.5 hours to complete with a small team from the museum, either onsite or virtually.*** | | | |
| ***Dates between 18 July – 31 July and between 05 September 2022:*** | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **4. Information provided in support of application** | | | |
| **Forward Plan** | ***Evidence provided as an attachment to the application form:*** | ***Yes***  □ | ***No***  □ |
| *Please submit a copy of the museum’s current Forward Plan along with the application.* | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **5. Skill Sharing** | | | |
| **Please indicate how you intend to share learning from involvement in the scheme with the wider museum community:** | | | |
| ***a. Participate in skills sharing events as required:*** | ***Yes*** | ***No*** | ***Any comments:*** |
| □ | □ |  |
| ***b. Write a case study for the Museum Development Team and Arts Council England:*** | ***Yes*** | ***No*** | ***Any comments:*** |
| □ | □ |  |
| ***c. Other*** | ***Yes*** | ***No*** | ***Evidence provided:*** |
| □ | □ | *If other, please describe:* |

|  |  |
| --- | --- |
| **6. Submitting your application** | |
| **a. Application Declaration** | |
| The following declaration must be signed by the senior officer responsible for this project:   |  | | --- | | I declare that the information given above is correct to the best of my knowledge. I understand that Museum of London’s standard grant conditions will be applied. I give permission for the Museum of London to retain my organisation’s Forward Plan on file for uses as stated below. | | |
| **Name (please print):** |  |
| **Job Title:** |  |
| **Signature:** |  |
| **Date:** |  |
| **b. Please attach your current Forward Plan alongside this application.** | |
| **Our policy regarding use of information:**   |  | | --- | | All information provided in this application will be used only for the purposes of awarding these grants. Any contact information provided will only be used in reference to your grant application or project.  Applicants Forward Plans will be retained, in confidence, to help us to support you with future training, advice and programmes. | | |