**Early Years Innovation in Museums – a research and development programme with Art Fund and Nesta 2024**

**Application Form Template**

|  |
| --- |
| We promise to respect the information you’ve given us; this will be used for the purposes of administering, monitoring and evaluating grants. All data is managed in accordance with Data Protection Legislation and our [Privacy Policy](http://www.artfund.org/privacy). By completing and submitting this form you are confirming that you have had the opportunity to read and understand our [Privacy Policy](http://www.artfund.org/privacy) and that you have relevant consent from any third parties to share any personal details with us.  |

Please save and send a copy of this application form to programmes@artfund.org, with the subject title ‘Early Years Innovation in Museums - Research and Development Programme, lead museum application’. Please contact the programmes team if you require a different format to submit your application.

## **1. YOUR ORGANISATION**

**Your details**

|  |  |
| --- | --- |
| **First name** |  |
| **Surname** |  |
| **Email** |  |

**Your ORGANISATION**

|  |  |
| --- | --- |
| **Organisation Name** | The name of **the primary venue** |
| **Type of organisation** |  |
| **Governance model** |  |
| **Governing body** | The full legal name of the body we would pay the grant to |
| **UK nation** |  |
| **Organisation’s website** |  |

**Short description of your organisation**

Please provide a short description (100 words or fewer) of your organisation, along with its aims and objectives.

|  |
| --- |
|  |

## **2. In absence contact**

|  |  |
| --- | --- |
| **First name** |  |
| **Surname** |  |
| **Job Title** |  |
| **Email** |  |
| **Tel. No.** |   |

## **3. YOUR APPLICATION**

**Please summarise your experience in early years engagement, and the programming you already offer for early years children and families.** Include details such as 1) numbers reached through activities in a typical year and 2) whether your provision is paid for or offered for free. (500 words)

|  |
| --- |
|  |

**Please provide details about any partnerships you have in place to support your early years work and/or any intermediaries you work with as part of your early years programming?** For example, local children’s services, family hubs, nurseries/schools, community groups and NHS trusts. (500 words)

|  |
| --- |
|   |

**Tell us why you are interested in this opportunity, what experience and/or skills you feel your organisation could bring to the programme, and what you hope to gain from participating?** (max. 500 words)

|  |
| --- |
|   |

**Please use this space to share details of any museum partner/s you might like to recruit and onboard as part of the second phase of the programme.** Include their details such as organisation name, their location, whether they have experience of running early years programmes, and details of their collection/programming. We may also ask for details of the key contact at this organisation to contact if we require further information. The partnership does not need to be confirmed at this stage, but we would expect you to have had a discussion and agreement in principle in place with the museum/s for the purpose of this application. (500 words)

|  |
| --- |
|  |

## **3. Supporting materials**

Please send your application form with the following attachments:

* A letter of support from your director or Chair confirming their wish for your organisation to be considered for this opportunity.
* A letter of support/agreement in principle from the director or Chair of your potential museum partner/s, confirming their wish to participate in this project with you.
* Up to three (optional) pieces of additional supporting material to evidence your answers to the application questions – these might include case studies, evaluation reports and/or marketing materials.
* If you have them, a selection of high-res images (no more than five) showing the exterior and interior of your organisation and of your early years learning offer. Please ensure these have the appropriate permissions, as well as image credits, as they may be used for Art Fund’s promotional activity.

## **4. TERMS & CONDITIONS**

Once you’re ready to submit your application, you’ll be asked to confirm that the person with relevant authority in your organisation has agreed to participate in the research and development programme and will adhere to our grant terms and conditions should you be successful.

Successful applicants will enter into a partnership agreement with Art Fund ahead of project commencement (a full copy can be provided upon request). Please note that the support of Nesta for participating in this research and development programme must be acknowledged in any related materials or activities. We will provide materials to facilitate this, and Art Fund must approve in advance any publicly available materials relating to the project.

We’ll also invite you to discuss joining Art Fund’s museum network and taking advantage of the opportunities that this has to offer if you’re not already a partner. This is free, and it means we can connect your museum with our 135,000 members and the hundreds of thousands of art lovers and museumgoers that access our communications channels.

|  |  |
| --- | --- |
| **a** | **Please confirm that you have read and understood the Terms and Conditions** |