**Going Places – Partner Application**

**We are looking to understand what your involvement in Going Places would mean for your organisation, your staff and volunteers, and your local communities.**

The Word version of the application form is intended to support the application process, but final responses should be entered into the online application form and submitted via the portal. Downloading this form will allow you to work on your application offline and will enable your responses to be created in collaboration with colleagues across your institution. Applicants for other projects have reported that this has been very helpful, and provides an opportunity to encourage cross-organisational engagement with the programme.

If you’re having technical difficulties with the online portal, or the application portal is inaccessible due to your specific needs or requirements please contact Gracie Divall, Going Places Project Manager, [gdivall@artfund.org](mailto:gdivall@artfund.org), to discuss alternative options, and how we can best support your application.

Please ensure that you have read the guidance for applicants before completing this form. Certain questions have word limits (indicated below).

Please ensure that you have relevant consent from any third parties to share any personal details with us. Our privacy policy is available online at the following link: <https://www.artfund.org/pages/privacy-and-cookies>

**Your details:**

|  |  |  |
| --- | --- | --- |
| **Museum** | **Name** |  |
| **Address** |  |
| **Region** |  |

|  |  |  |
| --- | --- | --- |
| **Contact** | **Name** |  |
| **Role** |  |
| **Email address** |  |
| **Telephone number** |  |

**Please tell us why you’d like to be part of Going Places:**

**What could this achieve for your organisation and staff / volunteers?**

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| --- |
| (Max 300 words) |

**What could this achieve for your audiences?**

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| --- |
| (Max 300 words) |

**Please outline any themes you would be interested in exploring through this project, including the relevance of these to your organisation and / or audiences, and the potential benefits of collaborating with a network to do so** (you may include multiple suggestions)

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| --- |
| (Max 500 words) |

**Do you have suggestions of any organisations that you would like to partner with? If yes, please share details** (you may add multiple suggestions)

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**Please outline any underrepresented local communities that you would like to engage with, and what positive change would you like to see as a result of taking part in Going Places. How could the programme help you achieve this in ways that might otherwise not be possible?**

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| (Max 500 words) |

**About your organisation:**

**Do you have a display space for temporary exhibitions?**

Yes  No

**If yes, roughly how large is the display space (in m2)**

|  |  |
| --- | --- |
|  | **m2** |

**If yes, does this have GIS approval?**

Yes  No

**If the display space does not have GIS approval, is this something you’re hoping to achieve for this space in the future?**

Yes  No

**If the display space does not have GIS approval, can you summarise the current environmental levels and security arrangements:**

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**Do you have a collection?**

(please note this is not a requirement)

Yes  No

**If yes, please provide further details of the areas of collection that you would like to activate through this programme, and why?**

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**If yes, and you are able to lend objects, please could you summarise requirements for loan?**

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**Have you previously been involved in touring exhibitions (temporary displays that have been exhibited at more than two locations)?**

(you may select multiple options)

Yes, we have previously organised touring exhibitions from our collection

Yes, we have previously received touring exhibitions from other institutions

Yes, we have previously lent objects to touring exhibitions organised by other institutions

No, we have not previously been involved in any touring activity

**If yes, please detail how participation in Going Places would build on this previous experience?**

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**Would your organisation require additional capacity and / or support to participate in the Going Places development phase?**

Yes  No

**If yes, please share the amount required (up to £500) and include in the detail how this support would enable your participation, and what this would fund.**

|  |  |
| --- | --- |
| Amount (£) |  |

Detail:

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| --- |
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**Skills Audit**

This section must be completed as part of your application but is not assessed with regards to your participation in Going Places. This data will be used separately to inform the Going Places training opportunities, skills sharing and mentoring programmes.

**Are there any particular skills or experience that you would like to gain through this programme?**

**For example:**

(please select all that apply)

Lending / borrowing

Evaluation

Community engagement

Community co-creation / co-curation

Use of digital / social media

Marketing

Audience access needs

Sustainability

Packing objects for loan

The practicalities of touring

Object installation

Making use of exhibitions tax relief

**Please detail any additional areas:**

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**Are there any particular areas of expertise that your organisation would bring to the programme?**

(Please note, this is not a requirement, and please also consider if you’d like to apply for one of the consultancy roles – we welcome applications from interested parties to all strands of the programme, participation as a partner will not exclude you from a consultancy role, and vice versa).

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**Do you currently undertake audience research and evaluation?**

Yes  No

**If yes, please share details:**

(i.e. methodology, frequency, aims/objectives)

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**If no, are there particular reasons why not?**

(select all that apply)

Lack of capacity

Not relevant to organisation

Not a current priority

Lack of skills

Unsure where to start

Other (please detail)

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**Do you currently collaborate with your local community, and / or with local community groups?**

Yes  No

**If yes, please share details:**

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**If no, are there particular reasons why not?**

(select all that apply)

Lack of capacity

Not relevant to organisation

Not a current priority

Lack of skills

Unsure where to start

Other (please detail)

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**Do you currently have a sustainability strategy?**

Yes  Yes, but it needs updating  No

**If yes, please provide brief details:**

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**If no, are there particular reasons why not?**

(select all that apply)

Lack of capacity

Not relevant to organisation

Not a current priority

Lack of skills

Unsure where to start

Other (please detail)

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**If you have a collection:**

**Do you currently lend works from your collection to other institutions?**

Yes  No

**If yes, please share details:**

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**If no, are there particular reasons why not?**

(select all that apply)

We’ve never been asked

Impractical (too delicate / large / etc.)

Lack of space for packing / unpacking

Lack of expertise in packing / transport

Lack of loans in / out system or paperwork

Lack of capacity

All objects needed for current displays

Unsure where to start

Other (please detail)

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**If you have a display space:**

**Do you ever borrow works / exhibitions from other institutions?**

Yes  No

**If yes, please share details:**

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**If no, are there particular reasons why not?**

(select all that apply)

Our display space is taken up with static permanent displays

We have so many of our own objects to create temporary displays from

Costs involved in borrowing and transporting objects

Lack of space for packing / unpacking

Lack of expertise in packing / transport

Lack of loans in / out system or paperwork

Lack of capacity

All objects needed for current displays

Unsure where to start

Other (please detail)

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**Please detail any key areas or staff members who could benefit from mentoring in relation to this programme** (for example, Learning / Curatorial / Director / Finance / Project Management / etc.)

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