

|  |
| --- |
| 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. 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.  |

1. Application summary

1.a Your details

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

1.b Application heading

This is how your application will be described in our correspondence with you. Please provide the name of your organisation followed the job title you’d like the students to fulfil.

|  |
| --- |
|  |

1.c Where did you hear about Student Opportunities grants?

|  |  |
| --- | --- |
| **Where did you hear about this funding opportunity?** |  |
| **If other, please provide details** |  |

2. Your organisation

2.a Your organisation

|  |  |
| --- | --- |
| **Organisation name** |  |
| **Organisation address** |  |
| **Region of organisation** |  |
| **Organisation website** |  |
| **Type of venue** |  |
| **Are you a collecting organisation?** |  |
| **Governance model** |  |
| **Governing body** | The full legal name of the body we would pay if awarded a grant |
| **Accreditation status** |  |
| **Opening times and admission charges** |   |
| **Visitors per annum** |  |
| **UK nation** |  |
| **Region where most of the activity be delivered** |  |

2.b Joint applications

|  |  |
| --- | --- |
| **Joint application?** |  |
| **Partner organisation** |  |

**If you are applying in partnership with more than one other organisation, please provide further details**

|  |
| --- |
|  |

2.c Other contacts at your organisation

Please give the details of someone we can contact about this application **in your absence**:

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

Please give the details of the relevant **press contact** within your organisation:

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

Please give the details of the relevant **marketing contact** within your organisation:

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

3. Project details

In this section we ask you to share a summary of your project and how it meets the overall aims of Student Opportunities. Please provide a full project proposal that presents your case for funding. Please refer to the guidance for applicants throughout.

3.a Project summary

**We are interested to know about the scope of the opportunity and the range of activity students will be involved in.**

**Please tell us about your interest in working with students, any prior experience of hosting student opportunities, and any evaluation that has informed this project.**

**(400 word limit)**

|  |
| --- |
|  |

3.b Impact on organisation

**Please tell us about any impact the project will have on your audiences, collection, programme and your workforce. (200 word limit)**

|  |
| --- |
|  |

3.c Impact on student/s

**Please provide information about any training or professional development you will offer to students during their role and who they will report to. This could be formal training, shadowing or mentoring. (200 word limit)**

|  |
| --- |
|  |
| **Approximate number of hours of training or mentoring** |  |

3.d Timeframe

**An indicative but realistic timeframe for the project. (100 word limit)**

|  |
| --- |
|  |

3.e Job description

**Please provide a short job description that includes an outline of the student's role and responsibilities. (500 word limit)**

|  |
| --- |
|  |

3.f Recruitment timeline

**Please allow up to 8 weeks from the application deadline to receiving a decision. If your application is successful, we would ask you to consider an additional 6 weeks (to promote the opportunity) before expecting to have students in post.**

|  |  |  |
| --- | --- | --- |
| **Please provide your ideal start and end date for promoting the opportunity to students** | **Start:** | **End:** |
| **The date you would aim to have shortlisted students for interview and the date you will aim to have informed successful applicants** | **Interview date:** | **Informed date:** |
| **The date you intend students to start and complete their paid opportunity with you** | **Start:** | **End:** |

3.g Content collaboration

**Art Fund’s Student Art Pass marketing team work on delivering a great membership experience for our 19,000+ Student Art Pass members across the UK, motivating their engagement with all that UK art and culture has to offer. Paid opportunities are one of the most popular parts of the membership, with many applying through the student website on a monthly basis. However, not all students will get accepted onto a paid opportunity, and that’s why we’d love to work together with your team and student recruits to create some content that gives Student Art Pass members a taster of what they’re up to at your organisation.**

**This collaborative piece of content is also a great opportunity for your student recruits to showcase their talent, build on their skills as well as spread the word about your organisation – as we will share their output on Student Art Pass social media and/or website.**

**This collaborative piece of content could take a range of forms:**

* **A social media video or post**
* **A blog written by the students**

**Some engaging content theme examples:**

* **A Day in the Life – What’s it like working behind the scenes at a museum?**
* **Creative Process – How students contribute their skills and ideas.**
* **Top 5 Takeaways – Key lessons from stepping into the museum world.**
* **Exhibition Highlights – A closer look at a project students helped deliver.**
* **Skills & Career Development – How the experience supports their future goals.**
* **Visitor Engagement – How students help make museums more accessible.**
* **Hidden Gems – Unique or overlooked museum collections and stories.**
* **Sustainability & Innovation – How museums are evolving with modern challenges.**
* **Teamwork & Collaboration – The experience of working alongside museum professionals.**

**Example**

We previously worked with student recruits at a paid opportunity with Van Gogh House in London. You can see an example of the video content they created here [HERE](https://www.instagram.com/p/DC1zgDcoKOr/).

**Ways of working: we would work with you to**

* **agree a theme**
* **agree timings for first draft, and final version**
* **provide feedback on draft and sign off final version**
* **Put the content live on our channels**

**If you're interested in working with us on a piece of content, let us know below.**

|  |  |
| --- | --- |
| **Yes** |  |
| **No** |  |

4. Budget and Financial information

4.a Financial information

|  |  |
| --- | --- |
| **Please provide the number of students to be employed** |  |
| **The total number of hours of employment** |  |
| **Number of hours of employment per student** |  |
| **The total cost of employment at National/London Living wage (£)** |  |
| **Cost of employment at National/London Living wage (£) per student** |  |
| **Please specify the full time equivalent (FTE) for each role/s** |  |
| **Number of hours per day** |  |
| **Number of days per week** |  |

4.b Budget

**Please provide a full budget breakdown (excluding any VAT that can be reclaimed) and a note of any other funding that you are seeking.**

|  |  |
| --- | --- |
| **Total cost of project (£)** |  |
| **Amount requested from Art Fund (£)** |  |
| **Please list any cash or in-kind support you’re contributing to the project (eg. onboarding-costs, salary on-costs, project related costs, staff overheads)** |  |
| **When would you need to receive the funding?** |  |

**Is this the first time you’ve applied to Art Fund for a grant? Yes/No**

|  |
| --- |
|  |

**Have you received a previous Art Fund Student Opportunities grant in the past?**

**If yes, please detail year and amount.**

|  |
| --- |
|  |

Terms and conditions

Our Terms and Conditions can be found [here](https://www.artfund.org/pages/student-opportunities-grants/)

|  |  |
| --- | --- |
|  | **Please tick to confirm you have read and understood the Terms and Conditions** |
|  | **Please tick to confirm that the Director of your organisation, and any partner organisations, is aware of this application and agrees to abide with the Terms and Conditions** |