



# Art Fund\_

## Recovery Grant – Guidance Notes

### About the Recovery Grant

The Recovery Grant programme is funded by the Art Fund and the NI Museums Council.

For some museums, recovery is about planning to reopen or sustaining reopening, but for others it is about seeking a more effective way of working at home that enables connections with staff and audiences to be maintained while the museum remains closed. The Recovery Grant is for both.

The Recovery Grant can support the costs of re-opening in a way that ensures the safety and confidence of staff, volunteers, and visitors while restrictions are still in place due to COVID-19.

Applicants must follow the NI Executive's guidelines for re-opening:

<https://www.communities-ni.gov.uk/sites/default/files/publications/communities/dfc-culture-heritage-destinations-phased-return-guide.pdf>

<https://www.publichealth.hscni.net/covid-19-coronavirus/guidance-professionals-and-organisations>

Working at home will remain in place for many museum staff for the next few months. Therefore, this grant will also support the costs of working at home that ensures an effective business service for the public, funders, and all service users.

The fund will contribute towards the costs of essential adaptations, equipment and training.

### What the fund can cover

It is recognised that there is a cost to a safe re-opening, maintaining a re-opened venue and a working effectively from home. This will can cover (but is not limited to):

- PPE for staff and volunteers in line with the NI Executive's Guidance
- Cleaning equipment and products
- Screens and barriers
- Signage
- Contactless payment technology

- Independent Health & Safety Assessments which comply with government guidelines
- Other equipment and materials necessary to comply with government guidelines
- Computer software (but not ongoing costs)/hardware/equipment
- Training for staff and volunteers

It is advisable that you contact us before you make an application. Please contact [sinead.mccartan@nimc.co.uk](mailto:sinead.mccartan@nimc.co.uk)

## What the fund does not cover

The fund will support essential requirements to re-open in compliance with government guidelines. The fund will not cover:

- Staff time
- Conservation of museum collections
- New displays, exhibitions, and interpretation
- Cost for any activity or expenditure that has already taken place; or a project that has already started
- Organisational debt

## Assessment Criteria

This fund prioritises applications which clearly demonstrate that:

- The items requested are **essential** to re-open your museum safely and in accordance with government guidelines (*please explain why you believe they are essential*)
- The items requested are **essential** to work at home effectively to ensure an effective museum provision (*please explain why you believe they are essential*)
- You have referenced government guidelines and other relevant information to inform the adaptations or changes you are planning (*specify the relevant guidance*)
- The equipment or quantities of items you are requesting are appropriate (*how did you determine the quantities; what are your annual visitor numbers*)

**The responsibility lies with the applicant to clearly demonstrate how their application meets the criteria.**

## Who can apply to this fund?

- Accredited independent museums

## Who cannot apply?

- Unaccredited museums
- Local council operated museums

## Awards

Independent accredited museums can apply for up to £1,500. No match funding required, but 10% of your overall cost would be appreciated. The Recovery Grant cannot cover VAT.

## Timelines and Deadlines

This fund will open on Wednesday 26 August 2020.

- Round 1 deadline: 5pm, Friday, 11 September 2020
- Round 2 deadline: 5pm, Friday, 30 October 2020

Successful candidates will be notified by the following dates:

- Round 1: Friday, 30 September 2020
- Round 2: Wednesday 9 December 2020

In total there is £10,500 available, £5,880 of which is from the Art Fund to support independent accredited museums in Northern Ireland.

## How to apply

Please complete the Application Form and email it to: [Sinead.mccartan@nimc.co.uk](mailto:Sinead.mccartan@nimc.co.uk)

Application by email.

## Contact

Please contact [sinead.mccartan@nimc.co.uk](mailto:sinead.mccartan@nimc.co.uk)