**AIM Pilgrim Trust Remedial Conservation Application Form**

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| --- | --- |
| Member Museum (Legal name of grant beneficiary) |  |
|  |  |
| Name of Museum (If different from above)  |  |
|  |  |
| Address |  |
|  |  |
| Project Leader |  |
|  |  |
| Role/Title within Museum |  |
|  |  |
| Email |  |
|  |  |
| Phone number |  |
|  |  |
| AIM membership number / Category |  |
|  |  |
| Charity number / Status |  |
|  |  |
| Company number (if applicable) |  |
|  |  |
| VAT number (if applicable) |  |
|  |  |
| Number of staff/ volunteers |  |
|  |  |
| Number of days open to the public  |  |
|  |  |
| Annual visitor numbers  |  |
|  |  |
| Annual turnover in an average year |  |
| Accreditation status/number |  |
|  |  |
| If not Accredited, do you have a target date for achieving this? |  |
|  |  |
| Have you discussed your project with a member of the AIM team? |  |
|  |  |
| What is the total project cost? (N.B. if VAT registered, please exclude recoverable VAT from your costings) | Total Cost of Project £ |
|  |  |
| How much money are you requesting from AIM? | Grant Sum Request £ |
|  |  |
| If not the total project cost, where is the balance coming from and has this been secured?  |  |
|  |  |
| Is/are the object(s) to be conserved owned by the Museum/Trust? |  |
|  |  |
| What are the proposed start and end dates for the project? | Start date (*MM/YY)*:End date (*MM/YY)*: |

**The Chair of Trustees or Company Secretary should sign the declaration below:**

I confirm that to the best of my knowledge, the information in this application is true and accurate. I declare that I am authorised to make this application and I have read the grant guidance notes.

|  |  |
| --- | --- |
| Signed |  |
|  |  |
| Name |  |
|  |  |
| Position/Role |  |
|  |  |
| Date |  |

**AIM Pilgrim Trust Remedial Conservation Project Proposal 2024**

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| **1. Description of Museum.** Please provide a brief description of your museum, including what you are a museum of, when you were founded, whether you are volunteer or staff run, etc. (up to 100 words) |
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| **2. Project Title** (maximum 10 words) |
|  |
| **3. Description of the project.** Please give a brief description of your project, including the reasons you wish to carry out the conservation treatment. (up to 150 words) |
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| **4. Project Expenditure.** In order to show that the project represents good value for money, please provide a breakdown of the project costs itemising VAT where applicable. Detailed budgets and/or quotes should be sent as supporting documents when submitting your application.  |
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| **5. Conservator/ Specialist Advice.** Please name the Icon registered conservator selected to undertake the conservation work. If your chosen specialist is not an accredited conservator, you will need to give reasons for this, as well as details of the specialist’s experience.  |
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| **6. Collection Significance.** Tell us why the object you are seeking to be conserved is important to your museum and your area. (up to 200 words) |
|  |
| **7. Urgency.** What is the problem you are seeking to address? Why is it a priority to undertake the remedial conservation project now? (up to 200 words)In this section, tell us about the object(s) and any prior conservation treatment undertaken. Tell us if there is an external driver, such as an exhibition, behind the need for the treatment.  |
|  |
| **8. Condition.** Tell us about the current condition of the collection. How do you look after yourcollection and what collections care issues are you are already aware of. (up to 200 words) |
|  |
| **9. Improve.** How will the object be conserved and preserved by the project?What has the conservator recommended in their treatment proposal? (up to 200 words)Remember to provide details of the planned conservation work and the conservator or specialists quote when submitting your application. |
|  |
| **10. Impact.** What will the long-term impact of the conservation project be on your organisation? (up to 200 words)Please describe how the object will be displayed, exhibited, or stored, post conservation and how you will achieve the necessary environmental conditions. Please give the environmental conditions in terms of temperature, relative humidity, light, and security of the area where the object will be exhibited/stored in the future. If the object is not going to be on permanent display, indicate the length of the time it will be on display or its rotation period.  |
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**Supporting Documents:**

[ ]  Governing Constitution/Mission Statement

[ ]  Most recent Annual Report and Accounts

[ ]  High resolution supporting images of the object(s) that illustrate the conservation problem (minimum 2)

[ ]  Quotations and Proposals

[ ]  Organisation Diagram

[ ]  Project Plan (if applicable)

[ ]  Detailed Project Budget (if applicable)

Email applications in PDF format to Fiona Woolley the AIM Grants Administrator. Please remember to include the supporting documents and submit to programmes@aim-museums.co.uk.