**Open Grant Application Form 2025-26**

**This document is to help you draft your application. Please do not submit an application in Word to MD North. Use the** [**online application.**](https://online1.snapsurveys.com/uhkxlb)

Please speak to your Museum Development Adviser to discuss your project before submitting the application.

Please read the [Guidance Notes](https://www.museumdevelopmentnorth.org.uk/resource-category/grant-guidance/) to help you complete the online form.

You can save your answers as you go along. If you save you will be asked to enter your email address and you will receive a link to resume your application. This is a unique URL and MD North does not have a copy of this link.

You can print your application before submission. A separate browser window will open and will show a version of this form without the ‘next’ or ‘submit’ buttons.

1. **Contact details**

Organisation

Museum Name (if different)

Accreditation or Working Towards Accreditation number

Contact Name

Job Title/Role

Contact Email

Telephone Number

Do you have any access needs we need to be aware of?

1. **Project Sponsor**

You must have permission from a senior member of staff or a trustee as a ‘project sponsor’ to make an application on behalf of your organisation. They will be copied into correspondence regarding the application assessment outcomes.

Name of Sponsor

Job Title/Role of Sponsor

Email Address of Sponsor

**Project Details**

1. **Project Title**
2. **Project Summary** (count/300 characters maximum)

Provide an outline description of the project which we can use for publicity and reporting purposes.

1. **About your project** (count/1500 characters maximum)

Tell us a story about your project; how the idea came about, its context with your other projects and plans, how you intend to use the funding, who will be involved and key milestones.

1. **How does this project support your organisational development?** (count/1500 characters maximum)
2. **What will be the impact of the project on your organisation, and/or team, and/or visitors?** (count/1500 characters maximum)

**Inclusivity and Relevance**

1. **How have you considered equality, diversity and inclusivity in your project?** (count/1500 characters maximum)

**Environmental Responsibility**

1. **How have you considered your organisation’s environmental responsibility in you project?** (count/1500 characters maximum)

**Investment Principles**

1. **Which of ACE’s Investment Principles does this project relate to? Tick all that apply.**

Dynamism

Ambition and Quality

Environmental Responsibility

Inclusivity and Relevance

1. **Project Lead and Partners (as applicable)**

Lead Organisation

Partner 1

Partner 2

Partner 3

Partner 4

1. **Project Start Date**
2. **Project End Date**

**Financial**

1. **Detail what you will be spending the funding on, which parts of the project will be funded by MD North, about other funding if applicable and how you will procure goods and services.** (count/1500 characters maximum)

Give a breakdown of all the income and expenditure of your project. Please make sure the totals match. Only fill in the income and expenditure lines which apply to your project. Do not enter a currency symbol of comma – 1000 for £1,000 and 299.90 for £299.90.

1. **Are you VAT registered? (Fully or Partially)**
2. **Income**

Amount of funding requested from MD North

Amount of funding from other external sources

Amount of cash match from your museum (if any)

1. **Expenditure**

Additional Staffing Costs

Professional Fees

Repair and Conservation Work

Digital Outputs

Equipment and Materials

Training

Travel

Expenses (out of pocket)

Cost of producing learning materials

Publicity and promotion

Evaluation

Other

**Summary of Financial Information**

Total Income £

Total Expenditure £

MD North Grant Requested £

1. **To provide more detail about your budget proposals or any other supporting documents, please upload here.**

**Agreement**

It is a condition that grant recipients do the following:

* Complete a short evaluation report which describes the impact of your project including evidence of expenditure by 3 July 2026
* Complete the Annual Museum Survey for 2024-25 which will run summer 2025
* Acknowledge funding from ACE and MD North on all print and online marketing materials using the wording and logo we provide.

MD North reserve the right to claim back funding in the event of non-compliance.