MaC (Museums and Collections) Project Grants Round 4

Among the key aims of The History Trust of South Australia is to keep building the evidence of our state's rich and fascinating past and to make it accessible to all. We offer two annual grant programs that progressively add to South Australia's history and bring it to life. MaC grants enable more stories to be gathered, preserved and shared, now and in the future. We welcome and appreciate your interest in helping to make that happen both through the MaC Program and the project grants initiative.

Purpose of grants

MaC project grants support your organisation to:

- be an active, valued part of the Statewide History Network
- develop innovative history, museums, education and community engagement projects that help MaC members connect with new audiences
- document, care for and preserve South Australia's historical collections
- enable audiences to experience and engage with history and South Australian collections by presenting them in relevant and accessible ways, both physically and digitally
- develop projects and programs that present diverse stories and perspectives of South Australian history and bring them to life for new and existing audiences
- conserve items of historical significance

Eligibility

MaC Projects grants are available to organisations who are members of the History Trust's MaC (Museums and Collections) program. We invite all interested museums, historical societies, and groups to undertake the MaC membership process.

What you can apply for

Foundation projects – amounts up to $10,000
The focus of Foundation projects is on collection care and collection management and documentation activities that provide a good base for your group's future work engaging audiences with history and collections. Possibilities include:

- Conservation of significant collection items
- Collection documentation/cataloguing
- Equipment and software for collections management
- Collection research activities and oral history
- Collection digitisation or reformatting
- Workshops/skills training for staff or volunteers

- Fit-out of collection storage areas
- Engagement of specialist consultants
- Collection care or management reviews
- Interpretation and design plans
- Visitor research
- Significance assessments

Development projects – amounts up to $20,000

The focus of Development projects is on presenting diverse histories and historical collections in relevant, accessible and engaging ways. Possibilities include:

- Innovative digital history projects or physical exhibitions

- Projects that make connections with your communities and/or invite people to view historical events from different perspectives
- Projects and programs that engage with new audiences for your history/collections
- Projects that promote community wellbeing and lifelong learning
- Projects that engage local First Nations communities in the telling of our shared history

- Collections, research or community development projects that engage audiences in new ways
- Projects that make connections with schools including education resources and programs
- Physical and digital publication projects that make history and collections accessible to local and global audiences
- Partnerships with other organisations that further your historical activities and impact

The use of specialist consultants where appropriate is encouraged.

If you wish to apply for grants in excess of the upper limits, or rolling 2-year grant allocations for larger projects then you need to become an Accredited Museum MaC Member. Accredited Museum members are required to demonstrate compliance with the National Standards for Australian Museums and Galleries through a formal assessment process.

MaC project grants do not fund:

- restoration of historic buildings or general building maintenance
- ongoing expenditure for salaries or administration
- costs that have already been incurred
- office and general organisational running costs

MaC members are leaders in SA history and collections activities. If it is appropriate for your organisation you are able to have more than one MaC grant on the go at the same time and to apply for more than one grant in the same grant round.

How to Apply

Please read the form carefully and make sure that you complete all relevant sections. Include detailed and accurate information. Attach copies of quotations and, where appropriate, sketches, working drawings, draft engagement plans, technical scopes or other supporting documents.

If you require any advice or assistance in refining your project ideas or identifying service providers or consultants, the History Trust is able to help. Please do not hesitate to contact us. Alternatively the Statewide History Network is an oracle of knowledge and experience and we can facilitate conversations and networking opportunities for the sharing of ideas.

If your organisation is applying for more than one project, please submit each as a separate application.

Applications must be made online through the History Trust's Smarty Grants Applicant website here.

The application form will be accessible from 5pm Monday 28 September 2020.

You will get an automated acknowledgment email from the Smarty Grants system when you submit your application. Please contact us if you do not receive notification soon after submitting your application.

There will be three closing dates for applications in this grant round. This means you have the option of applying throughout a six month period, or if your application is initially unsuccessful you will be able to resubmit within the same grant round, taking into account feedback from the History Trust and the grant assessment panel.

Applications will be assessed and funds allocated following each close date.

The closing dates for MaC Projects Round 4 are:

Monday 9 November

Monday 15 March

Monday 17 May

Assessment Criteria

Projects need to:

- Contribute to the development of rich and diverse South Australian history experiences
- Be significant and relevant to preservation, care, interpretation, accessibility of or engagement with South Australian history
- Lead to outcomes that will have lasting impact and value for South Australian history
- Demonstrate understanding, and intended application, of good practice standards in caring for collections or engaging audiences
- Be well-planned and accurately costed
- Demonstrate how the project advances the purposes and goals of your organisation

Please keep these criteria firmly in mind when preparing your application and if you have any questions about them or how they relate to your intended project get in touch. Amanda and Pauline are very happy to help you.

Assessment Process

Applications are assessed by an external peer panel appointed each year by the History Trust of South Australia's Board of Trustees. Peer-assessors have relevant knowledge and experience in the management of museums and collections and the interpretation, accessibility and engagement practices required to develop innovative museum, history and collections projects.

Each applicant will be notified of the outcome of their submission within three months of the closing date for applications. Unsuccessful applicants will be provided with feedback on their application and are encouraged to resubmit a new or reworked application in future rounds.

Grant Conditions

- Grant funds allocated in this round are due for acquittal at 30 November 2021 (for grants approved in 2020) and 30 June 2022 (for grants approved in 2021).
- Grants must be used only for the purpose outlined in the grant notification letter
- Approval from the History Trust must be obtained for any proposed changes to the use of the grant

- Changes to contact details must be advised
- Grantees must comply with relevant Commonwealth, State or Local Government regulations and are responsible for legal requirements such as planning approval and copyright clearance
- Wherever possible funding is to be acknowledged by the use of the Government of South Australia and History Trust logos. Specific use is to be negotiated with the History Trust.
- The History Trust may offer funding subject to other conditions. Such conditions will be set out in the letter of offer
- All grants must be acquitted (finalised) using the Report and Income and Expenditure Statement provided by the History Trust. Required attachments are noted on the report form
- Grant monies must be spent and properly acquitted by the due date. Unspent amounts can't be retained or invested.
- For projects resulting in events, launches or openings you are required to invite both the CEO and Chair of the Board of Trustees of the History Trust of South Australia.

Grant Acquittal and Reporting

Completion and acquittal of the project is due 30 November 2021 (for grants approved in 2020) and 30 June 2022 (for grants approved in 2021). An interim report may be required for major projects at the History Trust's discretion. The final report must include:

- A detailed Income and Expenditure Statement and brief summary of the success and outcomes of the project

- An online outcome that makes the results of your project widely accessible. This may be done through your own or one of the History Trust's websites or social media accounts

- Copies of paid invoices/receipts for project expenses

- Digital images or other forms of electronic media that can be used by the History Trust for promoting your project and the MaC program.

The grant acquittal form will be available through your Smarty Grants account three months before your acquittal is due. If you need to access it ahead of that time please contact us and we will activate it for you.

Claiming a Grant

Grants should be claimed within four weeks of receiving your notification letter. An invoice is required and is submitted through Smarty Grants. Successful applicants will be notified of the grant claim process and how to invoice the History Trust for the amount of grant, plus gst if applicable to your organisation.

Enquiries

You are welcome to contact Amanda and Pauline for help with project planning and putting in an application at email community@history.sa.gov.au.

Accessing MaC funds is an important benefit of your organisation's MaC program membership and you are warmly encouraged to apply.