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ARTS COUNCIL ENGLAND

**Small Grant: Big Improvement 2014 for Museums in the South West
 Application Form for grants up to £500**

Please see our [small grant homepage](#) for example applications from previous successful applicants

Applicant details

Museum Name:	Museum Address and Postcode:
The John Moore Museum	
Project contact name:	Project contact telephone number:
Project contact email:	Local Authority District or Unitary Area:
	Tewkesbury Borough Council

SECTION ONE: What is the grant for? How will you use this money?

1. Please explain the nature of work to be undertaken and how it will support delivery of the museum’s Forward Plan.

The John Moore Museum is located in Tewkesbury, within the abbey precincts. It was opened in 1980 in memory of the writer and naturalist, John Moore. The museum contains a large natural history collection focused on British wildlife as well as the Tudor Merchant’s House. The museum has a successful education programme focused on the Tudors which has historically attracted Key Stage 2 classes.

Why is the project a priority for the museum and who will be involved?

We are applying to the Small Grant: Big Improvement for funding to create two new interactive visual installations in the museum. These will form the focus of an existing workshop ‘Tudor Buildings’, which we intend to adapt and improve to meet new curriculum requirements and to enable better in-house access, differentiation and to use the role of our education volunteer team more successfully:

- We are increasingly receiving a larger number of younger pupils, especially from Key Stage 1. Many of our younger pupils are visiting as part of larger mixed-age groups where differentiation is key to the success of the workshops provided. The majority of these younger pupils have low levels of literacy, meaning that the current provision is often considered too difficult for them to understand. Through our rigorous evaluation process, teachers have expressed a desire to convey the same concepts but in a simpler and more engaging manner. The new interactives will provide increased differentiation, appropriate for all age groups, presenting the information in a way which is both fun to discover and easier to understand with improved visuals.
- The new National Curriculum (NC), due to start in September 2014, marginalises the Tudors on the History curriculum. However, our Tudor Buildings workshop will continue to grow in popularity due to its increased status on the DT and Art and Design curriculums. The new interactives will allow us to extend the DT and Art and Design elements and therefore meet the new NC needs. This will keep our current programme relevant and sustainable.
- Over the past two years, we have developed an enthusiastic and experienced volunteer team who focus predominantly on education. Their increased roles with school groups

means that we can extend the workshop further and adapt them better to meet the needs of the schools, as well as using the full potential of our volunteers. The new interactives will provide a new activity in the current session which will be facilitated by museum volunteers.

- As a Grade 1 listed late-Medieval building, the John Moore Museum has limited access for those in wheel chairs and with mobility issues. As with younger groups, we are seeing an increased number of visits from pupils with special education needs. The upper floors of the museum are inaccessible for individuals with mobility issues and therefore we are looking at ways to bring these inaccessible areas to life. The interactives will be portable and therefore can be used on the ground floor for volunteers to use with pupils with mobility issues.

What is the project?

1. The first installation will take a pre-existing architectural drawing of the historic building in which the item will stand and producing it on a large scale. It will simplify the text and drawing and importantly, allow pupils to reconstruct the building's many architectural elements such as mortice and tenon joints, the jetty and the A-frame roof to extend their understanding of how these historic and locally-significant buildings were constructed. Pupils will not only attain an improved understanding of the construction but also teach them the key terms, therefore improving their literacy skills and tie in with both DT and History curriculums. All this will be attained through a fun and engaging activity which can be undertaken as either individual, paired or group work. As an additional benefit, the installation will draw links with workshops in the Merchant's House undertaken in conjunction with the Tudor Buildings workshop.
2. The second installation will take a closer look at how the buildings were constructed. Reproducing a sixteenth century woodcut, pupils will identify the key tools used by Medieval and Tudor carpenters and allow volunteers to extend the pupils' understanding of wood work and historic construction. This will link with exhibitions located on the top floor of the museum. The installation will also work in isolation allowing pupils with mobility issues to access the key concepts without needing to climb the stairs.

What is the timetable for the project?

We have been provided a quote for undertake creating the interactive installations. The company have previously created a number of items for the museum and is therefore able to combine the museum style with an engaging interactive. The proposed designs will create two-dimensional installations which are portable and easy to store, allowing unlimited flexibility for use throughout the museum. The Curator and Learning and Access Officer will liaise with them regarding style and content.

The interactive will take three months to produce, creating the items in time for the new National Curriculum to commence in September. Once completed, the interactive will be available indefinitely to visiting schools who book the Tudor Buildings workshop. Due to its location in the museum, it will also be assessable to general visitors, especially those with young children.

The new installations will allow the museum to remain relevant and sustainable in light of the new curriculum changes, provide improved physical and intellectual access for our visiting pupils and provide greater roles for our experienced and enthusiastic volunteer education team.

2. Please explain how volunteers will be involved in this project.

Please address the following points in your answer:

How many volunteers do you anticipate will be involved in your project?

How many volunteer hours do you anticipate will be involved in the project delivery?

- Our current volunteer education team consists of six volunteers with considerable experience of working with young people. They will be responsible for working with pupils using the proposed installations.
- The Tudor Buildings workshop was delivered 50 times during the past year, each lasting between one and one and a half hours and therefore accounting for around 70 volunteer hours. We anticipate that with the new curriculum changes resulting in an enhanced popularity for the Tudor Buildings workshops, the project will account for approximately 85 hours of volunteer time in the first year.

3. Please explain which ONE of the Five Arts Council England Goals this project will support

Goal 1. Excellence is thriving and celebrated in museums

Goal 2. More people experience and are inspired by museums

Goal 3. Museums are sustainable, resilient and innovative

Goal 4. The leadership and workforce in museums are diverse and highly skilled

Goal 5. Every child and young person has the opportunity to experience the richness of museums

Goal 3. Museums are sustainable, resilient and innovative

- Visiting schools account for a high proportion of our visitor numbers, admission charges and shop spend. In order to be economically sustainable as a heritage attraction, it is crucial that we continue to attract education groups to the museum.
- The new National Curriculum presents challenges to our current programme and we have undertaken a rigorous assessment of all elements of our provision in order to identify areas for improvement and adaptation. The new installations will enable us to meet the new National Curriculum changes and retain relevancy for the national framework and thus maintain our popularity with schools.
- The museum will have acted upon recommendations from visiting schools, and as a result provide an improved service for visiting groups. This will ensure that schools return to us for out-of-classroom experiences.
- The new installations will provide improved intellectual and physical access ensuring that **all** our pupils receive the very best experience possible. Groups from all ages, backgrounds and with special education need to feel that we can accommodate their needs which will prevent them from seeking trips to better-equipped attractions.
- The new installations are an innovative way to teach difficult and often technical terms and concepts to young people. They combine traditional pictures with fun and engaging interactive elements. They will also be aesthetically-pleasing and fit in with the museum's mediaeval surroundings.
- The proposed installations will provide new roles and challenges for a very capable and willing volunteer group, allowing them to utilise their extensive experience to bring the buildings alive for our visiting pupils. Volunteers are crucial to the overall running of the museum and this will maintain their interest and ensure that they retain their current levels of commitment and enthusiasm.

SECTION TWO: How will the grant funding support improvement?

4. How will your service improve as a result of this project?

- The Tudor Buildings workshop will provide better intellectual and physical access for the increased breadth of school groups, especially those with younger pupils and pupils with special education needs.
- More volunteers will be employed in leading activities resulting in more interactive elements and a variation in teaching styles.
- The installations will add greater flexibility in the sessions as well as in the museum space.
- The installations will be attractive features in the museum, contributing to the overall look of the museum.

5. How will you measure or demonstrate the above improvement?

- The museum evaluates all elements of the education provision. Informal evaluation is undertaken by the Curator, Learning and Access Officer and volunteers during visits through informal observation and speaking to staff and students.
- Formal evaluation takes place through evaluation forms given to all visiting staff and also through follow-up communication with the group leader by the Learning and Access Officer after the trip has taken place.
- All evaluation will be assessed to demonstrate how the installations have improved our service and maintained our relevance to visiting schools.
- Visiting school numbers will be monitored, with particular emphasis on growing numbers of younger visiting pupils, pupil with special education needs, selection of the Tudor Buildings workshop and repeat users.
- Volunteers will be encouraged to offer their evaluation of the new installations and their role in using them.

6. What pages of your Forward Plan relate to this improvement_based project?

Please send a copy of your Forward Plan with your application.

Please see the attached Forward Plan, page 2 and 7 and the Education plan, pages 1 and 2 (highlighted).

SECTION THREE: Grant Amount (Maximum level of Grant £500)

7. Please provide a list of the materials / equipment and /or specialist services you need to purchase in order to deliver the project.

Please provide evidence of the costs/or attach quotations.

Please find a quotation provided and also the overall brief and scans of the proposed installations.

8. Is the Museum VAT-registered?

Please note: VAT-registered museums should show all costs and claims exclusive of VAT.

Those not registered for VAT should show all costs and claims inclusive of VAT.

Appropriate invoices (with VAT or without VAT as applicable) should be sent on completion.

NO

9. Project Funding Summary	VAT Incl/Excl (Please delete as appropriate)
What is the total financial cost of the project?	£660.00
What other funding is contributing to this financial cost?	£160.00
Please state YES/NO if the other funding source(s) are secured	Yes
How much funding are you seeking from Small Grant: Big Improvement Funding scheme 2014? (maximum £500)	£500.00
10. Grant Payment will be made by cheque.	
Account in the name of (cheque payable to)	
Abbey Lawn Trust	

For help and further information please contact:

Please note, it is a condition of grant that you discuss the project with your Museum Development Officer prior to submitting your application. Pre-assessment checks will be made to ensure applicants have discussed proposals with the Museum Development Officer.

For Conservation and Collection Care based projects please contact SW Conservation Development Officer Helena Jaeschke at Helena.jaeschke@exeter.gov.uk

Please note: SW Museum Development office is based at Bristol City Museum & Art Gallery. The Postal Address for all grant correspondence is South West Museum Development, Bristol City Museum & Art Gallery, Queen's Road, Clifton, Bristol BS8 1RL

Date 19th December 2013