

# How to apply for money to pay for Museum Estates



Easy read booklet

# What this booklet is about



We are **Arts Council England**. We pay for arts and culture in the UK. We also give money to Museums.



This booklet is about the **Museum Estate and Development Fund** or **MEND** for short.



**MEND** pays for work that needs to be done on Museums.

The money pays for things like buildings and furniture.

We call this **capital expenditure**.



If you want to apply for MEND money you need to have any work done on your Museum in the next year or two years.

# MEND fund money



If you apply for MEND fund money, we also want you to think about

- ✓ Finding more funding money from other places and partners
- ✓ Talking to other people and groups about projects
- ✓ How to make your Museum better for the environment and last longer
- ✓ Making your building easier for disabled people to get into and use.



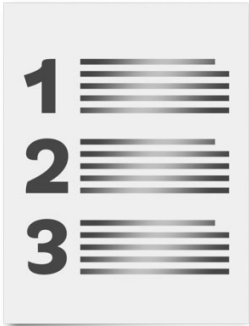
# Who can apply for MEND money



You can apply for MEND money for your Museum if you are a nonnational accredited Museum in England.

This means you are a good Museum doing the right things for people.

# More about Who can apply for MEND money



You can also apply for MEND money if you

- ✓ Are a local authority or Council that looks after Museums
- ✓ Have a partnership with a Museum
- ✓ Are working with another lead organisation
- ✓ Are registered as a Company or a Charity.

You can only apply if you have a registered address in England.

The most money you can apply for is **£5 million**.

The least amount of money you can apply for is **£50,000**.

You will need to try and get funding from other partners and groups too.

# Who can't apply for MEND money



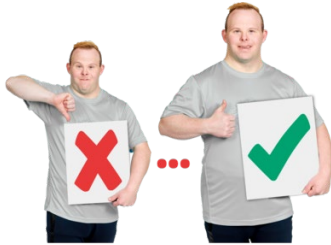
You can't apply for MEND money if you

- x Are one person
- x Are already sponsored by the government department called DCMS
- x Are not an accredited Museum
- x Are a Royal Palace
- x Don't have a registered address in England
- x Don't have money already with a partner
- x Haven't got a RIBA work stage 3 qualification
- x Do not own the land or building that you want the project to happen on
- x Do not have a survey from a professional about the work.



# Activity we can support

We can support



- ✓ Projects that help a Museum building to last longer
- ✓ Upgrades to a Museum building – you will need to show a report for this
- ✓ Work that protects the **exhibits** in the Museum – these are the items that people come to see and need to be kept safe
- ✓ Work that helps the Museum to be better for the environment
- ✓ Work that makes it easier for people to get into and use the Museum building.





# When should activities happen

You should try to start any activities that you get funding for by



**17 April 2023**

The last date to finish activities and take the final payment is **31 March 2026**.



If you work with a partner organisation, you will need to decide who is the **lead organisation**.

You will need to put this in your funding application for MEND.



We will want you to make a partnership agreement.

Please read more about partnership agreements.



# What to do before you apply



Before you apply for MEND funding money you should make a user profile on the Arts Council Grantium site.

It can take up to 10 days for the profile you do to be used.



Make sure you set up the account before the deadline.

If you have an Arts Council website profile, then you can update it.



The **Grantium Registration** is open now.

The first stage to apply is called an **Expression of Interest**.

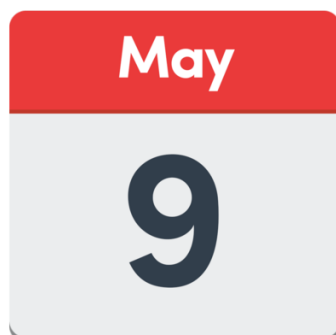
This means you are interested in applying for the MEND funding money.



If your project sounds good, we will ask you to send in a full application.



# Important dates

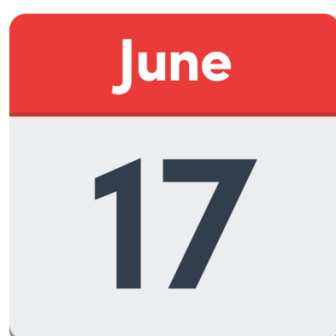


You can fill out the **Expression of Interest** form online from

**9am on 9 May 2022**

The last date to fill out the form is

**Midday on 17 June 2022**



The full online application form opens on Grantium at

**Midday on 18 July 2022**



Full application forms have to be finished by

**Midday on 23 September 2022**



**We will decide who gets the funding money by March 2023.**

# How to get help



You can get help with the form from our Customer Services Team. You can talk to the team about other things too.

You can get in touch by email

[enquiries@artscouncil.org.uk](mailto:enquiries@artscouncil.org.uk)



[artscouncil.org.uk/contact-us](https://artscouncil.org.uk/contact-us)

More help on answering the questions is in the **full guidance for applicants.**

You can find it on our website:



[artscouncil.org.uk/MEND](https://artscouncil.org.uk/MEND)