



# MUSEUM MAKEOVER GRANT PROGRAM

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## GUIDELINES

Museum Makeover is a grant program designed to improve the visitor experience at cultural heritage organizations throughout Connecticut. Successful applicants receive two free site visits from a team of museum curators who will examine the exhibit areas, period rooms, or collection storage areas and develop a plan to improve these areas and elevate the visitor experience. Paid and unpaid staff at these cultural heritage organizations will be actively involved in all phases of Museum Makeover and will work closely with the Traveling Curators to implement the recommendations. Each participating institution will also receive up to \$3,000 to help cover the costs of upgrading exhibition and storage areas. This funding can be used for graphic designer, exhibit designer, exhibit fabrication, storage furniture and acid-free boxes, etc.

### 1.1 WHO CAN APPLY

An applicant organization must:

- Be incorporated in the state of Connecticut for at least one year as a 501(c)(3) nonprofit organization governed by a board of directors that meets regularly OR be a municipality in the state of Connecticut OR be a Connecticut-based federally or State recognized tribe.
- Provide significant programs and/or services to the public on a regular basis, including open hours and special events; or function as a professional service organization that supports humanities program providers.
- Be in compliance with all terms and conditions of previous Connecticut Humanities grants

The following are not eligible for funding:

- For-profit organizations
- Individuals
- Agencies of the state of Connecticut, including state universities, state parks and state historic sites
- Organizations not in compliance with terms and conditions of previous Connecticut Humanities grants
- Prior recipients of a Museum Makeover.

### 1.2 MATCHING REQUIREMENTS

No cash or in-kind match is required.

### 1.3 PROJECT DURATION AND PROJECT WORKPLAN

Successful applicants to the Museum Makeover grant program will receive notification in February 2023 and project must be completed by October 1, 2023. No extensions are allowed.

Successful applicants will be required to agree to a project workplan at the start of the grant (February-March 2023) in order to help them stay on schedule, meet deadlines, and complete their projects by October 1, 2023.

Institutions can only have one (1) Museum Makeover per grant cycle.

### 1.4 APPLICATION DEADLINE SCHEDULE

Applications are due by 11:59pm on January 5, 2023. Award notifications are made approximately one month following the deadline.

### 1.5 HOW TO APPLY

Applications must be submitted using [Connecticut Humanities' online grant portal](#). Before applying, organizations must contact Conservation ConneCTion director, Kathy Craughwell-Varda, [CSL.ConservationConnection@ct.gov](mailto:CSL.ConservationConnection@ct.gov), to discuss their grant application. We are eager to help you submit a strong application and are available to review draft applications received at least two weeks before the grant deadline.

Museum Makeover is a program of Conservation ConneCTion and is supported through a partnership with the Connecticut League of History Organization with funding from the CT Cultural Fund, administered by CT Humanities (CTH), with funding provided by the Connecticut State Department of Economic and Community Development/Connecticut Office of the Arts (COA) from the Connecticut State Legislature.

### 1.6 EXAMPLES OF PREVIOUSLY FUNDED MUSEUM MAKEOVERS

In determining the project for your Museum Makeover, consider the scope of the projects below which were successfully funded by the grant.

- Use existing research and objects from the collection to create an interpretive exhibit, including banners with descriptive text and enlarged photographs and illustrations.
- Research and write text panels and object labels to be added to an existing exhibit and hire graphic designer and production company to create visually dynamic exhibit components.
- Create a new introduction, including text panels and new case layouts with object labels, to existing permanent exhibit to engage visitors and introduce them to themes in the exhibit.

- Redesign collection storage room and shelving to make best use of the existing space while provide safe collection storage.
- Create new collection storage room to reduce overcrowding, purchase and install new mobile storage shelving and acid-free boxes for storage and rehousing.