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York Museums Trust Museum Development Yorkshire

Newsletter - Fri 24 April 2020

Dear <<First Name>>

Submissions for next week's bulletin should be sent to mdy-bulletin@ymt.org.uk by 5pm on Wed 29 April

How can MDY help you and your organisation? The Museum Development team are now based at home and are working hard to support the sector. Museums in Yorkshire and the Humber are showing great resilience along with the passionate and resourceful people who work in them. In this issue there are details of major funding support and resources for training and development and wellbeing.

We would like to know about your current problems and successes - either directly by phone or email or shared at Elevenses. If you're not sure who to email, why not try mdy-office@ymt.org.uk. Please also copy to:

<u>gillian.greaves@artscouncil.org.uk</u> and <u>Coronavirus-queries@artscouncil.org.uk</u>.

This will help us continue to advocate for you and, along with feedback on our work, to reshape our support in these changing times.

Please check our website regularly for further information and don't forget to follow us on Twitter @MusDevYorks.

Ali Glew, Editor

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News and Notices

As part of MDY's continuing support to museums during the current Covid-19 shutdown we are hosting regular online chat forums.

We would like to welcome people from as wide a selection of museums as is possible to these sessions and would encourage you to virtually come along and share concerns, thoughts and ideas with us and your colleagues across the county.

To spread some cheer we would like to get you a drink!

As we can't get you a coffee or tea in these informal virtual meetings we have decided to hold a prize draw for Yorkshire branded tea or coffee. Each participant will be entered in the draw which we will hold regularly and we will contact winners to get prizes across during the lock-down or shortly afterwards.

So drop in for one of our regular elevenses - all the details are below under 'Your Week Ahead' - we hope to see you there!!

MDY Bid Writing Support for Non-NPO Museums

BOOK NOW

Support to enable you to take advantage of Covid-19 funding offered by major national funders and local initiatives

In order to help museums respond to the various museum and more general financial support opportunities, Museum Development Yorkshire will be providing a number of one to one workshop sessions with people who have specific expertise in this field. This is in recognition that there are very short deadlines to apply for the emergency Covid-19 funding packages and that you will not be in your usual work environment and may not be experienced in bid writing especially at relatively short notice.

MDY Funding Round-up - download our up to date round-up of available funding and what is needed to apply.

This support will consist of a pre-booked session of up to an hour with one of our consultants - we have engaged Gerardine Mulcahy-Parker, Liz Bennet, Jo Boardman and Claire Antrobus. You might use the session to discuss the current schemes and how they relate to your museum's circumstances and discuss any questions you might have after reading the guidance available from Arts Council England and the Heritage Fund:

- <u>www.artscouncil.org.uk/funding/financial-support-organisations-outside-national-portfolio</u>
- <u>www.heritagefund.org.uk/news/heritage-emergency-fund-launches-help-sector</u>

There may also be schemes available from local funders that you want to explore. Please note that we are unable to provide any guidance on the detailed implementation of the various schemes or the likelihood of success of your application. We have no insider knowledge!

You will need to provide details of:

- How you want to be contacted (phone / video conference)
- Contact name, email, phone number (and video conference username if appropriate) Skype username if you want to use that; email alone is fine for Zoom or Google Meet)
- If you have drafted an application, a copy of that text.

We will have up to 20 appointments allocated on a 'first come first served' basis - please sign up via an expression of interest form.

MDY Accreditation Support Review

Revised deadline: 25 May 2020

We are currently reviewing the way that we provide Accreditation specific support to museums across Yorkshire and The Humber. We would like to ensure that museums gain maximum benefit from the support we offer, and that MDY delivers best value using our public funding from Arts Council England.

To inform our review, we would like to consult with you about your attendance at Accreditation Workshops and your needs going forward.

We would be grateful if you could take some time to complete the below survey, which survey should take approximately 15 minutes to complete:

www.snapsurveys.com/wh/s.asp?k=157659403284.

Thank you for your time and support.

Rebecca Griffiths, Regional Accreditation Advisor, Museum Development Yorkshire

Culture and Creativity Online

Submit your digital projects and widen your audience

Arts Council England would like to draw your attention to this partnership project with the BBC. All NPOs and grant recipients have received emails about this, and some projects have already been submitted, but recently museums and galleries have been slow to submit anything.

You are strongly encouraged to submit your projects as it not only helps ACE to put projects forward to the BBC but also helps them to promote your work.

As it says on the form:

'At the Arts Council we want to ensure audiences know about the brilliant things the world of arts and culture is already doing to bring creativity to homes across the nation. The purpose of this form is to collect information about what content is going online, this could be anything from live streams, to digital exhibitions and online workshops. We'll share as much as we can on our channels, and have partnered with BBC Arts who will share a selection of stories on their channels regularly too, to help reach as wide an audience as possible.'

Cultural Sector Mindset Research COVID-19

A Different View (ADV) works with organisations across the cultural and entertainment sectors, and is aware that COVID-19 is having a worrying impact on museums, nature and conservation, arts, themed attractions etc – and that there is the potential for long term impact on how the sector operates post-covid. In response to the lockdown, ADV has put together a survey that aims to take the temperature on where organisations are now, and again in the future. The purpose of this is twofold:

- the survey will gather 'mindset' data to gauge the mood of organisations and how it might change as this crisis works its way through
- the survey will gather information on perceived/expected impacts of the COVID closure, and how these might change the way organisations operate and shape delivery in the future.

The survey is short and quick – the aim is to repeat in a month's time – and potentially beyond that. All data will be gathered together in a report that will be shared with all participants. As a result of the survey, we should, along with information gathered by other bodies, begin to build a picture of where best to put resources/develop support across the sector over the coming months, and possibly years.

Complete the survey at: wh1.snapsurveys.com/s.asp?k=158696086049.

New Advice on Caring for Collections in Lockdown

Many heritage organisations are implementing special measures to ensure their collections are safe during the shutdown. The UK Heads of Conservation Group have shared guidance on the conservation and care of collections, outlining those areas to consider in order to maintain the condition of collections from a conservation perspective

Find out more at: www.aim-museums.co.uk/conservation-care-collections.

Museum Security

Collections Trust have provided a range of advice on collections in lockdown, including security checklists and advice from insurers on managing unoccupied properties during the Covid-19 pandemic. There is also a template letter that can be given to staff should they need to physically return to the museum for essential checks. You can find the page on their website

Find out more at: collectionstrust.org.uk/collections-in-lockdown.

Over the next three years, Sporting Heritage will map as many of the sporting heritage collections linked to National Governing Bodies and their associated organisations as possible, with a key focus on women and disability sport – the often 'hidden' histories. The Sport England funded project will help as many organisations as possible who have the desire to ensure their history is documented – not forgotten! They will support you to look after your own collections: one of the most important outcomes of the project will be the creation of resources and toolkits that will help you or your organisation do just that.

They now need your help! Please complete this survey: www.surveymonkey.co.uk/r/sportingheritage so they can gather key information about your sporting heritage collections. The survey will only take 20 minutes to complete.

The results will provide the information needed to help you preserve your sports heritage. Your collection will be added to the national sporting collections website – which is owned, accessed and updated by you or your organisation. This will let people know more about your collection and how they can access it.

For further information please visit:

<u>www.sportingheritage.org.uk/content/category/news/sporting-heritage-for-womens-and-disability-sport.</u>

If you have any questions about this exciting project and are interested in taking advantage of the opportunity, do get in touch with either Julia Lee julia.lee@csi2012.co.uk or Brigid Power brigidbradley@yahoo.co.uk.

Museums Galleries Scotland Security Checklist

Museums Galleries Scotland has put together a security checklist document to help you think through some of the security risks to your museum during lockdown. <u>You can download the document here</u>.

They have also put together a webpage on caring for your collections during lockdown, see:

<u>www.museumsgalleriesscotland.org.uk/advice/coronavirus-guidance-for-museums/caring-for-collections-during-covid-19</u>.

Arts Council England Financial Difficulties Toolkit

Arts Council England provide a toolkit on managing financial challenges. Developed before the current crisis, this resource could be useful to all when assessing your financial situation.

https://www.artscouncil.org.uk/publication/managing-financial-difficultiesguide-and-toolkit

NEMO's Report on the Impact of the Corona Crisis

The Network of European Museum Organisations (NEMO) has carried out a survey to look at how the current situation has impacted museum budgets and operations, how museums cope in these times, how they re-organise their structures and offer new services to their audiences. Over 650 museums from 41 countries have so far responded to the survey. You can find information on the survey, and its results so far, on their website: www.ne-mo.org.

The MA has also done a useful write-up of the survey findings: www.museumsassociation.org/museums-journal/news/14042020-museums-report-losses-of-up-to-80-percent-in-nemo-survey.

SSN Research Project

Does your collection include Studio Ceramics?

The Studio Ceramics Subject Specialist Network (SSN), coordinated by CoCA, at York Art Gallery are undertaking research into examples of studio ceramics in public collections, as part of the SSN's Arts Council England funded activity.

The survey results will be used to raise awareness of these collections, gain a better understanding of the holdings of this type in UK museums and galleries, and support the development of collaborative project and other SSN activities.

If your collection includes examples of studio ceramics, we would be exceedingly grateful if you can complete the research questionnaire. This is available as a **Word document**, and it can also be completed online (see link below). If you'd prefer to complete it online, but would like the opportunity to see the questions in advance, the word document will assist with this.

Thank you very much for completing the survey if you are able - your time and input are very much appreciated and we hope to collate the results by early May. If you are unable to contribute at this time, but would like to do so in the future when circumstances are different, please contact CoCA SSN Freelancer Charlotte Dew: charlottemdew@yahoo.co.uk.

Complete the survey online at:

www.surveymonkey.co.uk/r/CoCACeramicCollectionsResearch.

NB: For the purposes of the survey, CoCA defines a collection of studio ceramics or pottery as: 30 or more ceramic pots or objects, made by professional and amateur artists or artisans working in workshops or studios, alone or in small groups, making unique items or short runs, during the 20th or 21st century.

Your Week Ahead

Elevenses with MDY

Join members of the MDY team on Mondays and Thursdays for a cuppa and a chat – you will have to bring your own drink! These are informal get-togethers, with no

strands and the other open to talk about anything and everything.

We will be doing this via the Skype for Business App. If you DO NOT have Skype for Business you can use this link: www.skype.com/en/business, you will have to download the web app but don't need a Skype account to do so.

- Monday 27 April
 Join Michael and Dieter for an informal get-together with a focus on Organisational Health:
 meet.lync.com/yorkmuseumstrust/lily.wilks/WH5FJOJ6
- Thursday 30 April
 Join Alan and Jo for an open session:
 <u>meet.lync.com/yorkmuseumstrust/lily.wilks/GRL9URFB</u>
- **Please note the above links are unique to each individual session**

If you have any questions to be discussed please send them to Lily: Lily.Wilks@ymt.org.uk. Please also email Lily if you experience any trouble connecting and we will attempt to solve the issue.

The full Elevenses Schedule can be viewed at: www.museumdevelopmentyorkshire.org.uk/event-category/elevenses-with-mdy.



Collections Trust Coffee Time

Wed 29 April, 11.00am

Join Collections Trust's weekly online get-together to chat about a museum topic over your elevenses. The theme for this week's chat is TBC so please email events@collectionstrust.org.uk with any suggestions.

The get-together will be hosted via an online platform that should work with any

Find out more at: collectionstrust.org.uk/events/coffee-time.

Join the #CreativeNetwork

Weekdays at 9.30am

Voluntary Arts has launched #CreativeNetwork - a daily online get-together open to anyone involved in arts, culture and creativity who would welcome the opportunity to talk to others about dealing with the current situation, the challenges of working from home and what we can do together to make the most of difficult circumstances.

There's no need to register or log-in, just click the link on the website and smile for the camera! If you have any problems, tweet us at <u>@voluntaryarts</u> or email <u>info@voluntaryarts.org</u>.

Find out more and join in at: www.voluntaryarts.org/creativenetwork.

Free 'Power Hour' Fundraising Advice

Art Fundraising & Philanthropy are providing a free 'Power Hour' of consultancy support every day. It's open to any arts or cultural organisation needing help with income generation, fundraising strategy or donor management.

Find out more and register at:

www.eventbrite.com/e/emergency-power-hour-tickets-100113209304.

For Your Diary

Volunteers and Legal Compliance

Virtual Webinar via Zoom 15 May, 11.00am - 12.00pm

The session will be facilitated by Naomi Korn, Managing Director, Naomi Korn Associates. If you have any questions before the session or have trouble logging into the session next week, please contact Patrick Ibbotson, Head of Partnerships and Projects on 07931 325456.

You will be able to access the session by clicking the Zoom Meeting link below. We advise, if possible, downloading Zoom prior to the session. This can be done at the following link under 'Zoom Client for meetings': zoom.us/download.

You will need a compatible device, such as a computer or tablet, with an internet connection to access the session.

Meeting ID: 279 680 500. Password: 033907

MDY Regional Museum Forum Meetings Online Delivery

We are preparing to deliver an online version of our museum forum meetings, to enable you to connect with us and each other, and receive development support during museum closures and social distancing.

Please continue booking into scheduled forum meetings via this link: www.museumdevelopmentyorkshire.org.uk/event-category/regional-forum-meetings.

Meetings will start at 10.00am and run for a shorter time via a group Skype call. Please see the item above on our MDY Elevenses online gatherings, for details of how to join the Skype meeting.

Further details of forum meeting content will be provided before the meetings.

Your Lockdown Initiatives

Adapting to New Ways of Working

We would really like to hear how other museums are evolving during the current crisis, for instance Barnsley Museums have increased their digital content and Kiplin Hall and Gardens have come up with a special initiative to help key workers - see below.

Your projects will provide ideas and inspiration to everyone! Send your features to: lily.wilks@ymt.org.uk.

Barnsley Museums Digital Work

Below is an overview of some of the digital work being done by Barnsley Museums during these unusual times we find ourselves in. They sent us this message:

'Through this work we hope to keep connected with our audiences as well as reaching new ones. We hope this work will have a positive impact on peoples health and wellbeing at a time when it is needed most as well as shining a spotlight on our towns history, people, collections, art, buildings, landscapes and wildlife'.

- 360 Virtual Tour of the Cannon Hall Ceramics Galleries.
- Exhibition Tour of Wow Said the Owl

- Online Jigsaws
- Online Family Activities
- Online Film Premiers
- Podcasts
- Poet in Lockdown

Kiplin Hall and Gardens Invite Nominations for Key Workers to Receive Free Garden Pass



Kiplin Hall and Gardens seek nominations for key workplaces to receive Annual Garden Pass tickets for staff so they can visit a place of tranquility and healing once the lockdown is lifted AND attractions are allowed to open again.

Director of Kiplin Hall and Gardens, James Etherington, explains how they hope to help:

'We can all see how hard key staff are working right now. At Kiplin we want to do what we can to help. We aren't in a position to make ventilators or protective equipment, but we can make our healing spaces available to key workers for free, as soon as we are allowed. Kiplin has been a place of solace in the past, and we will be here to offer people a tranquil space once this initial crisis has passed. In 1940 men evacuated from Dunkirk arrived at the house for rest and recovery.'

Kiplin welcomes nominations from or for anyone providing a key service, for example; hospitals, post offices, delivery companies, schools, waste collection services, food shops etc. The Annual Garden Pass will cover whatever remains of the 2020 season once the lockdown is lifted and the 2021 open season.

To make a nomination or register your interest, <u>follow Kiplin Hall on Facebook</u> or contact <u>marketing@kiplinhall.co.uk</u>.



Your Wellbeing

Share Your Resources!

During this time it is more important than ever that you focus on your own wellbeing! Each week we will look at ways to support you.

If you come across resources that help you and would like to share with others, please send them to Liz Denton liz.denton@ymt.org.uk.

Homeworking Health Check

For many of us working from home is the new reality, and one that we may have started with little preparation!

These helpful advice sheets from Nuffield Health provide practical advice about maintaining good health whilst working from home.

- <u>Dealing with eye strain and headaches whilst working from home during self-isolation</u>.
- Helping you prevent aches and pains when working from home

Funding Opportunities

Extending a safety net to small heritage organisations at this challenging time

The fund has been set up in response to a <u>recent survey</u>. The grants available will help organisations, voluntary groups and self-employed contractors survive the immediate challenges posed by the pandemic, and to prepare for recovery.

- Applicants are invited to apply for grants of up to £25,000 to address financial difficulties arising from Coronavirus.
- Grants of up to £50,000 are also available for projects and activities that reduce risks to heritage by providing information, resources and skills.

The deadline for applications is midnight on **Sunday 3 May 2020** and the funding for successful applications will be awarded from mid-May.

Find out more and download the calls for proposals document for full eligibility criteria and how to apply at:

historicengland.org.uk/coronavirus/fund.

Open - Applications Welcome!

MDY Small Development Grant Scheme 2018-22

Does your museum have a project which just needs that small amount of money to:

- turn a great idea into reality to move the museum forward and better care for its collections
- provide better experiences for your visitors and users
- develop new fundraising ideas
- · attend training courses
- implement recommendations made by MDY or
- address areas for improvement for Accreditation?

If so, why not submit an application for a Museum Development Yorkshire small grant?

The Museum Development Yorkshire Small Grants Fund can provide funding for a variety of projects in your museum. Our Small Development Grant Scheme assists museums to implement advice, test new ways of working and make good things happen. It also supports personnel to attend training courses and conferences.

The amount awarded is up to £3,000 per project with a sliding scale of match funding required. The fund for this financial year is now live and available on an open application basis, with assessments made on a monthly basis. All monies must be spent and claimed by the end of the financial year.

For the guidance notes and links to the online application form, visit: bit.ly/MDY18SGApp.

If you need any further advice please contact your local Museum Development Officer who will be pleased to comment on potential projects for funding and assist with any queries on the paperwork.

Emergency Response Funding

Applicant Guidance Live for NPOs and Lead CPP Organisations

This fund will open for applications on 12 May 2020, with a deadline of 19 May 2020.

No upper limit for applications, but organisations should only apply for the minimum they need to survive until 30 September 2020.

Notifications Tuesday 30th June.

Guidance notes are at: https://tinyurl.com/y9z26m8s

The fund can cover:

- The costs of the NPO or CPP continuing to operate on an emergency basis during the period 1 March to 30 September 2020 (including any digital costs incurred transferring business online and associated accessibility costs).
- Any additional costs specifically and identifiably associated with the Covid-19 emergency including, but not limited to, additional cleaning costs, additional security and the cost of mothballing buildings
- The cost of any additional IT and other equipment or related costs to support home working while your organisation is closed (where those costs are specifically and identifiably associated with the Covid-19 emergency).

It cannot support:

- New or additional creative activity.
- Costs or losses not incurred as a result of the Covid-19 pandemic.
- Any historic debt. We cannot consider applications that include any costs related to debt that was incurred before 1 March 2020 (unless specifically related to Covid-19).

In terms of financial viability, you will be expected to outline cashflow and "Tell us how your organisation is making use of its free reserves and/or investments to sustain the organisation to 30 September 2020. Please explain any decision your organisation's board may have made not to make full use of the organisation's reserves and/or investments."

Your Development

AIM Fundraising Forum

Wednesday 29 April, 4.00pm

Earlier this month Judy Niner led an interesting and insightful webinar for AIM members on fundraising. Key advice covered the confident and helpful communications approach you can take during closure to prepare for future

See a summary of Judy's advice here and book your place for the next Fundraising Forum at 4pm on Wednesday 29 April.

Spark your Creativity Interpretive scriptwriting online course

Tuesday 5 May for four weeks

Booking deadline: 30 April

I'm pleased to announce the first online course in interpretive scriptwriting from myself, The Authentic Spark! The Spark your Creativity course will run during May with a weekly webinar and activities for you to do at home.

The course is suitable both for those who are new to interpretive writing and for anyone who would like to brush up on their skills. I will be keeping the numbers for this first course limited to about 15 people but if there is lots of interest I will run further courses in May. So even if you can't attend the webinar dates / times for this course, let me know if you are interested and I'll see what I can do.

Mindful of the financial challenges both individuals and organisations may be facing at the moment, the course is priced at just £60 (£50 plus VAT).

Download the course information PDF.

To find out more or book a place, contact sarah@theauthenticspark.com.

Free Online Learning with NCVO

The National Council for Voluntary Organisations (NCVO) has made all its online learning resources free to everyone during the current situation. Courses cover a wide range of subjects of relevance to museums, including:

- the Role of a Trustee
- Developing a Marketing Plan
- · Essentials of Charity Finance
- · Strategic Social Media
- Resilient Organisations and many more.

Access the full range of resources at: knowhow.ncvo.org.uk/studyzone.

Digital Heritage Lab - AMA

Free digital skills

This is a great opportunity for small and medium heritage organisations to develop digital skills through 1:1 support, webinars, events and bootcamps. Funded by lottery. Sign up while places are available!

https://www.a-m-a.co.uk/digital-heritage-lab/



And Relax...!

New Feature

The eagle eyed amongst you will realise this is a new feature! We all need an opportunity to smile, at this time, or a chance to share great ideas to help us ...relax!

Lily is encouraging you all to send her any great resources or tips that are helping you, email: lily.wilks@ymt.org.uk.

Lily Recommends...

If you are missing being in the museum why not create your own museum display for your window? Leeds Museums and Galleries have put together this fabulous guide on how to make a museum at home. If you don't live in Leeds don't fret, create one anyway! I am aware this may be a busman's holiday for some but it could be fun, who knows what you could find. Challenge friends, family, neighbours, colleagues – see who can get the best at home display!

 $\underline{museums and galleries.leeds.gov.uk/featured/make-your-own-museum-window.}$

During our Elevenses I was told about the Folly's 'Lottery of Life in 19th Century Settle' game so I thought I would have a go. It has a great combination of options to choose and random selection. It is informative in itself but has links to find out more. A great text based adventure I recommend checking out. Will you survive?

www.thefolly.org.uk/the-museum/exhibitions-online/lottery-of-life/game.

Lily Wilks, Museum Development Yorkshire Intern

Alan's Flying Friend

We had great excitement last week when a white tailed eagle flew over. It is one of the four introduced to the Isle of Wight, so it is on a bit of a tour including Derbyshire, Grimsby, and Beverley.

www.birdguides.com/news/isle-of-wight-eagles-go-on-tour.

Very impressive! It was being mobbed by a buzzard which looked tiny next to it. The

were making in our tree.

Alan Bentley, Museum Development Officer (West Yorkshire, Harrogate and Craven)

Nature Notes

Snake's head fritillary (Fritillaria meleagris)

We have been cultivating a small patch of garden as a fritillary lawn for a number of years now. Many have seeded and we now have a good mixed bed which is doing very well this year despite everything.

Enjoy!

Dieter Hopkin, Museum Development Officer (Moors and Coast, Dales and York)



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If you have any comments about this e-bulletin or would like to contribute a news item, event or job vacancy, please email: mdy-bulletin@ymt.org.uk.

Visit the MDY website at: www.museumdevelopmentyorkshire.org.uk



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