**Museum Development North CPD Bursary Application 2025 Word Version**

This version is for preparing your application only. Please do not use it to apply – use the online form: <https://online1.snapsurveys.com/jpic4e>

Online applications open on 1 April 2025. If you need any support completing your application, please contact Sue, sue.hughes@museumdevelopmentnorth.org.uk

**Introduction**

Thanks to funding from Arts Council England and the Art Fund, MD North can offer CPD bursaries for individuals, organisations and networks in the North of England that represent Accredited museums and museums officially Working Towards Accreditation.  
  
Grants of up to £500 are available for individual activity. Museums, museum networks and partnerships can apply for up to £2,000 for activity benefiting more than one participant.

Before completing this form, please make sure you have read the Guidance Notes and contact a Museum Development Adviser if you would like to discuss your application in advance.  
  
Applications will be assessed on a rolling basis until 8th December 2025.  Please note the CPD Bursary will close earlier if all funds have been allocated.  
  
**About you**

Main Contact Name:

Job Title/Position in Museum Organisation:

Main Contact Email:

Main Contact Telephone Number:

Are you

* An employee of a museum
* A volunteer
* Freelance

Additional Contact Name (to be used if necessary regarding general administration of the bursary):

Job Title/Position in Museum Organisation:

Email:

**About your museum - Employees and Volunteers only**

Name of Museum:

Address of Museum:

Postcode of Museum:

Accreditation Number:

**Are you - Employees and Volunteers only**

* A museum with fewer than 50,000 visitors per year seeking to reconnect with visitors or reimagine their future as vital community spaces
* A museum in an urban area that have niche collections and specific cultural offers outside the larger city institutions
* A museum in an area of low cultural community engagement, where the museum is the main cultural offer in a locality
* None

Are you based in - **Freelance only**

* North East
* North West
* Yorkshire and the Humber

What is your job role or main area of work? Give a brief description of your responsibilities. If freelance, please name museums in the North that you regularly work with. (300 characters)

**About the CPD Opportunity**

Please provide a short description of the CPD opportunity including links to event programmes or course syllabuses if appropriate. (1500 characters)

When will the CPD opportunity start?

When will the CPD opportunity finish?

How does this CPD opportunity relate to your professional development needs or the development needs of your museum? If freelance, how does this help the museums that you work with? (1500 characters)

**Funding Priorities**

Which of the priorities does this CPD relate to?

* Develop the use of collections in new ways
* Volunteer and workforce development
* Support audience development and increase engagement with underrepresented audiences

Please describe how it relates to the priority identified above. (500 characters)

Which of ACE’s Investment Principles (IP) does this project relate to?

* Dynamism
* Environmental Responsibility
* Ambition and Quality
* Inclusivity and Relevance

How does this CPD opportunity relate to the Investment Principles identified above? (500 characters)

**Costs**

Please identify the costs that would be incurred from this CPD opportunity.  
   
Please enter a value against each row.  
  
When entering income and expenditure, please do not enter a currency symbol or a comma. The form will accept the following formats - 1000 for £1,000 and 299.90 for £299.90.

**Income**

* Value of CPD Bursary from MD North
* Match funding

**Expenditure**

* Taught or Instructor Led Sessions e.g. lectures, workshops, courses, online learning and conferences
* Costs Associated with Practical Training e.g. shadowing, mentoring, industry visits
* Costs Associated with implementing a new idea
* Travel
* Accommodation
* Subsistence
* Adaptation Costs
* Dependent Care Costs

There is no requirement for you to provide match funding, however, we believe that museums should invest in their staff and volunteers where possible. Match funding is therefore welcome in all applications when applying for a CPD Bursary.

## 

## **Your Contribution**

We require that you/your museum recognise the impact of our investment, provide benchmarking data and share learning with other organisations. A requirement of our support is that you provide all of the following if requested. We understand that some areas of support can be sensitive and we will not require your museum to publish information that might compromise your situation.  
  
You will be asked to:

* Demonstrate accountability for public funds
* Celebrate success
* Acknowledge the support of MD North and the Art Fund
* Share learning
* Share benchmarking data
* Embed change

Please confirm that you/your museum accepts these requirements

**Additional Information**

Is there any additional information you would like us to consider when assessing your museum’s application?

Are there any documents you would like us to consider when assessing your museum's application?

**Declaration**

* I confirm that the information contained in the application is accurate at the time of submission
* I will inform MD North immediately of any change of circumstance that will affect the project
* I am authorised to make this application on behalf of my museum