

Wessex Museums exhibition proposal template

Blue text is for guidance and should be replaced with information specific to the project proposal.

Working title:	Working title of exhibition or other public-facing activity
Proposed by:	Name and Museum
Lead venues and lead curators:	Which WMP would be the lead venue? Which other WMPs would be involved or provide second venue? Who would provide curatorial or subject specialist expertise?
Dates:	Proposed dates for exhibition or activity, subject to resource availability. Why do it then – i.e. is it linked to an anniversary?
Summary:	Summary of overarching concept with themes and key messages. What are the strengths or unique features of this exhibition? Has a similar exhibition been done anywhere before? What makes this different?
Key objects and loans:	List the key objects from across the WMP and why they are significant. Are there any key loans from outside the WMP? Are there opportunities for contemporary collecting?
Aims + objectives:	How might the exhibition meet the aims and objectives of the WMP strategy or of individual museums? How would the WMP measure the success of the exhibition?
Audiences:	Who are the target audiences? What do we know about them and why will it appeal to them?
Learning outcomes:	What will visitors learn from this exhibition?
Cost:	How much is the exhibition likely to cost? Typical headings might include: conservation, mount-making, transport for loans, research, repro permissions, design, graphics, media (software and hardware), showcases etc
Funding:	Potential sources of funding? Potential sponsors or working partners (for in-kind support). Opportunities for Retail?
Collaborations:	What opportunities exist for collaboration and co-curation outside the WMP?
Digital:	Is there an opportunity for an online presence? If so, what would this be?
Programming:	What opportunities exist for associated programming?
Staff resources:	Which key staff members from across the WMP would be involved in developing and delivering the exhibition? How much time is likely to be required?

Reviewed by:	Name of reviewing panel and date
Next steps:	Recommendations for next steps made by review panel (approval - or rejection with recommendations for how to improve and resubmit proposal)