

Strategic Change Fund

Stage 2 application form

SCOTTISH
MUSEUMS
COUNCIL



Before completing this form, please read the Guidance Notes to the SCF

1. Applicant's details

Name of member

(i.e. name of Council, Trust or University etc. Insert name of lead applicant here if the application is on behalf of a group of organisations)

Heriot-Watt University Archive, Records Management and Museum Service

Contact details

(person who is to receive formal correspondence, including any offers of grant, concerning the project)

Name Ann Jones

Position University Archivist

Correspondence address Archive, Records Management and Museum Service
Heriot-Watt University
Riccarton,
Edinburgh EH14 4AS

Telephone 0131 451 3219 Fax 0131 451 3164

E-mail A.E.Jones@hw.ac.uk

Project manager details

(person who will be undertaking the project, to be contacted in respect of its progress and grant claims if different from above)

Name

Position

Correspondence address

Telephone

Fax

E-mail

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Partner organisations, if any

Please give the names of any partner organisations involved in the project.
Name: Glasgow School of Art
Name: Glasgow University Archive Services
Name: Paisley Museum and Art Galleries
Name: Scottish Borders Council Museum Service
Name: University of Dundee Archive, Records Management and Museum Services
Letters of support from all of the project partners are enclosed with this application.
The project partners invited the National Museums of Scotland to join the project. The NMS is unable to become a project partner at this stage as the textile curator has retired and an appointment to the post is not expected immediately as the museum is undergoing a management review. It is hoped that the project team will include data about NMS textile collections at the survey stage of the project.

2. Description of Project

Title of Project **Unlocking access to Scottish textile collections: a pilot web-based database and evaluation model for a distributed national collecting policy**

Under which theme do you want your application to be considered?

Building museum audiences	[]	
Building capacity in museums	[]	Increasing
access to collections	[x]	

Please describe your project (You must demonstrate how an award will create or enhance sustainability in your museum)

The Scottish textile industry has a rich legacy that is preserved within numerous museums and archives within and beyond Scotland. These collections comprise textile machinery, tweeds and tartans, haute couture garments, knitwear, paisley shawls, furnishing fabrics and pattern and sample books, designers' records and other business archives of their manufacturers. Many are relatively unknown and all present significant challenges of access and conservation. Moreover, the decline of textile manufacturing in Scotland, and the consequent need to rescue objects and archives at risk of destruction as a result of company closures, has exacerbated existing pressures on space and resources for many museums and archives with textile collections.

Drawing on existing models of cross-sectoral partnerships, this innovative pilot project will for the first time provide a holistic overview of this important strand of our heritage through a web-based database which will provide a one-stop guide to Scottish textile collections.

It will support sustainable development by bringing together the complementary expertise of curators, archivists, conservators and researchers in a collaborative network to develop the framework of a collecting policy for a distributed national textile collection within Scotland's museums and archives. The partnership will evaluate methodologies for appraisal and rationalisation of collections and cross-sectoral documentation. It will explore ways of increasing access to textile collections and income generating opportunities to support collections management.

The project will be fully evaluated and documented to provide an exemplar for further development and application to other collecting areas.

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Please describe in detail the aims and the objectives of your project. (please make reference to the Aims of the SCF, set out in the Guidance Notes).

Aims

- **To identify the location, extent, strengths and weaknesses of Scottish textile collections through a pilot survey**, primarily focusing on museums and archives within Scotland but including examples of Scottish textile collections in other UK institutions.
- **To explore the scope for developing a national textiles collecting policy, building cross-sectoral partnerships/collaboration and sharing professional expertise in the management of textile collections.** This draws on the model of highly successful collaborative projects to increase access to a “Distributed National Collection” of archive and library resources developed under the higher education funded Research Support Libraries Programme. The project will go further by exploring some of the fundamental issues of collecting, including the scope for agreement of complementary collecting policies and rationalisation, and the feasibility of such a strategy in the context of local strategic interests and user needs. It will also evaluate the effectiveness of the database in helping collecting bodies in decision- making about potential acquisitions and facilitating loans between institutions.
- **To evaluate the effectiveness of the project and its methodology as an exemplar**, and its potential application to a larger number of textile collections, or to other subject areas
- **To increase access to Scottish textile museum and archive collections through a project website, including a web-based database of collections and a virtual gallery of textile treasures**
- **To explore the scope for income generation to support the care of textile collections**, e.g. through exploiting intellectual property rights
- **To establish links** in both directions between the project and relevant resource and data discovery services funded by JISC, AHRB and others.

Objectives

The project will deliver the following strategic outcomes

- **an overview of the strengths of textile collections** within Scotland’s museums and archives, building on the National Audit of Scotland’s Museum collections and the National Register of Archives and ARCHON data to identify, strengths, gaps and areas of under-representation and overlaps.

- **a groundbreaking case study** of the process of mapping the Distributed National Textile Collection in Scotland’s museums and archives. This will be disseminated in the form of a report, on the lines of the SMC’s Museum Issues publications, which will evaluate the methodology of the project and its outcomes, from the feasibility of collaborative collecting, rationalisation and cross-sectoral documentation to the accessibility and user-friendliness of the project website.

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• **A policy framework for a Distributed National Textile Collection in Scotland's museums and archives**, and an evaluation of the scope for its practical application.

• **An evaluation model for rationalisation of collections** exploring the methodologies of appraising specific items and types of material within collections

• **An evaluation model for cross-sectoral documentation** of specialist items, such as textile sample books, which have been perceived, interpreted and managed differently depending on whether they are held within a museum, archive or library. This will include exemplars of the potential application of the International Standard Archival Description (ISAD(G)) model to object collections and that of MDA Spectrum to item descriptions of archives. The project will evaluate both the feasibility of the cross-sectoral application of cataloguing standards and its potential benefits for curators, archivists and users of collections.

• **A database of the collections** combining existing catalogues and new records derived from survey data. The database will include approximately 4,000 records at collection/fonds, series and item/object level, together with authority records for manufacturers and designers. The database will incorporate examples of comprehensive collection information, where this is already available. The catalogue data will meet relevant documentation standards, including SPECTRUM and the International Standard Archive Description (ISAD(G)) as appropriate to the needs of each collection. Access points to the database will allow users to locate textiles by factors such as specific designers and manufacturers, styles and periods, places, pattern, composition of fabric, and woven, knitted, printed or embroidered work and object type e.g shawl or pattern sample book.

• **A project website to promote access to the collections**, providing a gateway to the online database, a "virtual museum" of digital images of c. 200 "treasures", online essays on aspects of textile history, a gazetteer of collections featured in the project and links to related collections, including searchable links to art and design and other relevant portals.

• **An evaluation of the potential for income generation** though licensing of digital images featured in the "virtual museum"

• **A cross-sectoral network** of curators, archivists, conservators responsible for textile collections and representatives of user groups and other stakeholders. The group will apply shared expertise to common challenges in collecting access, documentation and care of textile collections. After the project ends, the network will continue to develop as a platform for joint initiatives such as developing links with Tourism and Enterprise bodies, for instance to develop textile trails and other marketing initiatives, seeking grant and sponsorship income for further sustainable development initiatives and opportunities to exploit intellectual property rights.

Please state who you have had advice from about the project and explain how the advice has contributed to the planning of your project.

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Scottish Museums Council: Rachel Hunter, Development Manager: feedback on stage 1 application

Joint Information Systems Committee (JISC) and the Technical Advisory Service for Images (TASI): on preservation strategy for project data, images and website

Business Archives Council Scotland: on surveying textile industry records, documentation and appraisal methods

Scottish Confederation of University and Research Librarians (SCURL): the Collaborative Academic Shared Storage (CASS) feasibility study

Within the project partners: Glasgow University Archive Services and University of Dundee Archive, Records Management and Museum Services; Heriot-Watt University IS/IT staff on website and online database creation, management and sustainability content management and imaging standards.

At the outset of the project the project team will seek further advice from the above and the following, among others:

Condition assessment methodology and passive conservation issues: SMC conservators Will Murray and Tuula Pardoe/Lynn Grant

Project management and methodology issues: West Midlands Regional Museum Service Common Threads project, "virtual gallery" of textile collections and web-based catalogue;

Online delivery of collections information: Scottish Cultural Resources Access network (SCRAN) Scottish Archives Network and the Higher Education Archives Hub

Documentation issues Ian Morrison, National Museums of Scotland

Survey methodology. Liz Kwasnik (author of SMC survey of ethnographic collections) Mike Barfoot, Lothian Health Board Archivist and project manager of Finding the Right Clinical notes, Pattern Books Research Group, the Textiles/Fashion Department, Manchester Metropolitan University.

Industrial surveys: Scottish Industrial Archaeology Panel/Mark Watson, Inspector of Historic Buildings, Carol Whittaker, Falkirk Museums, author of SMC survey

Location of relevant collections National Register of Archives Scotland,

Local experts on understanding and interpreting textile objects and archives

Please detail any research undertaken and who undertook the research.

In developing the project to the application stage the project partners undertook the following research:

Potential extent and scope of Scottish textile museum and archive collections: SMC National Audit, National Register of Archives and ARCHON web based databases of UK archives and repositories, Historical Manuscripts Commission (HMC) Guides to Sources for British History: Records of British business and industry 1760-1914: textiles and leather, 1990; Scottish Local history Forum and Scottish Library Association: *Exploring Scottish History; a directory of resource centres, 1992.*

Relevant collections held by partner institutions, see Appendix A

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Methodology of cataloguing and appraisal:

Elizabeth Shepherd and Rachael Pringle, University College London: Mapping Descriptive Standards Across Domains: a comparison of ISAD(G) and Spectrum; Journal of the Society of Archivists, Vol. 23, No. 1, 2002.

Mark A Greene & Todd J Daniels-Howell, "Documentation with Attitude: A pragmatist's Guide to the Selection and Acquisition of Modern Business Records", in James M O'Toole, The Records of American Business, (Society of American archivists, 1997) pp.161-230.

At the outset of the project the project team will undertake more detailed research from these and other sources in order to target surveying activities, inform survey and documentation methodology, the user needs analysis and other aspects of the project, from collaborative collecting initiatives to dissemination, marketing and evaluation.

Please outline the work programme for your project, including planning, implementation and evaluation.

Pre- project planning phase: October 2002 – March 2003

November 2002: project management group meeting

Given the pilot nature of the project, the Project Management Group (See below: Please state how you will measure your progress in achieving the project) will play a crucial role in monitoring the project progress and expenditure against the targets and milestones detailed below, and reviewing and amending the project programme as necessary.

November – December 2002

Partners share information about collecting policies and the scope, standard and format of existing catalogues, prioritise target collections and identify catalogues/ records that can be easily contributed to the database and priorities for new cataloguing.

Agree outline documentation specification and framework for developing project methodology. Develop outline IS/IT delivery plan and specification. The project partners will conduct an options appraisal to determine how the IS/IT solutions will be delivered. This will evaluate the merits of employing in-house developer/s or external contractor/s to develop the website, the project database and access points and devise a mechanism for importing data existing catalogues. It will also establish whether the webserver will be hosted and maintained by one of the project partners or by an external provider such as EDINA, a JISC-funded national data centre, based at Edinburgh University Library. Integral to the IS/IT plan will be an exit strategy. Its baseline is a commitment to maintain the project website without additions for 5 years and ensure that the website, database and associated metadata are preserved and remain accessible within a digital archive repository such as the Arts and Humanities Data Service or another member of the JISC Digital Preservation Forum. The exit strategy will seek to provide a mechanism for partners and other museums and archives to update their collection information, and explore avenues of additional funding to add data from additional partners.

Partners begin to identify local sources of expertise that can be applied to the appraisal and interpretation of the collections including curators, archivists, other colleagues, donors/depositors, people with textile industry background, textile, design, technology historians, industrial

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archaeologists. These local experts will contribute knowledge and advice to the survey team and curators and archivists responsible for collections, to add value to the survey data, and assist in benchmarking the significance of the collections. They will also be invited to join the user group and participate in the evaluation.

January – February 2003

Recruit project team consisting of project co-ordinator and two survey/documentation officers.
Tender/recruit for IS/IT equipment/ services

February 2003: *project management group meeting*

Agree initial workplan and visits for project team
Agree documentation standards

Initial phase April – May 2003

April 2003: *project management group meeting*
Induct and train project team
Initial visits to all project partner collections

Project team develop outline survey methodology into full specification with research sources and advice listed above: recommend methodology for agreement by project management group.

Test methodology on sample collections; refine.
Develop and test survey questionnaire.
IT developer consults project team on database specification

May 2003: *project management group meeting*
Team identifies relevant collections in other museums archives for survey
Use Museums month publicity to launch survey questionnaires to go out to museums/ archives
Convene user group; identify user needs
IT developer works on database and project website

Documentation phase 1 June – September 2003

June 2003: *project management group meeting*
Demonstration of pilot project website

Team visits partner collections to survey and gather data [June –December 2003].
Team use sample data and images to test database

July 2003 *project management group meeting*
Demonstration of database to project management group and user group
Project website launched
1000 descriptions/catalogue records

August 2003 *project management group meeting*
Team begin follow up visits to survey respondents [August –December 2003]

September 2003 *project management group meeting*
Demonstration of refinements to database

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2000 descriptions/catalogue records

Documentation consolidation phase October – December 2003

October 2003 *project management group meeting*
Agree evaluation programme; appoint external evaluator/s
Investigate project development and funding opportunities
Image capture [October- December 2003]
Dissemination event
User group meeting

November 2003 *project management group meeting*
Discuss collecting issues and plan February event
3000 descriptions/catalogue records

December 2003 *project management group meeting*
Discussion with tourism and enterprise bodies
Review development priorities and funding strategy

Evaluation phase January- March 2004

January 2003 *project management group meeting*
User group project output evaluation; website, database, resources
Methodology evaluation begins
4000 descriptions/catalogue records

February 2003 *project management group meeting*
Dissemination event: seminar on collecting issues

March 2003 *project management group meeting*
Publication of final project report including methodology and output evaluations
Agree development priorities and funding strategy

3. Project quality, monitoring and evaluation

Please list any published standards or quality assurance schemes that have informed your project, or that you will use while you implement it (for example BSIs; mda SPECTRUM; MGC standards in the museum care of collections; Best Value; VAGS).

Documentation standards:

Museum collections: MDA SPECTRUM, Consortium for Interchange of Museum Information (CIMI) XML Schema for the Description of Museum Objects, based on SPECTRUM.

Archive collections: International Standard General Archival description ISAD(G), ISAAR (CPF), XML based EAD (Encoded Archival description) based on ISAD(G)

Access points: the project will evaluate and use some/all of the following Art and design thesaurus, UNESCO thesaurus/Library of Congress Subject Headings (LCSH) Social History and Industrial Classification (SHIC) scheme and other relevant curatorial archive and textiles related thesauri and classification systems

Image capture: high-resolution according to JISC preservation standards but accessible through the website at lower resolution.

Website and database preservation strategy: in accordance with JISC preservation standards.

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Conservation: Jane Robinson Tuula Pardoe: An illustrated guide to the care of costume and textile collections, Museums and Galleries Commission (MGC) 2000, MGC standards in the care of larger and working objects: Social and Industrial History collections, 1994

Please state how you will measure your progress in achieving the project.

Overall responsibility for project management and monitoring will lie with the Project Management Group (PMG). The Group will comprise the project team and representatives of all of the project partners, the SMC and one member of the User Group. The PMG will meet monthly to set, monitor and review project targets and milestones. Each month the project team will produce short written report on progress as the basis for review.

On a day to day basis, the project team will report to the project manager and will also receive guidance and supervision from the project partners during survey visits and in the course of compiling catalogue data about the partner collections.

The User Group will contribute to the evaluation of the project, providing advice and feedback on the website and other outputs. The group will consist of the project team and representatives from the user constituencies who will reflect the target audiences for the website. These will include actual/potential visitors to the target museums and archives, researchers (students, lecturers, teachers) connected with academic institutions, self directed researchers, such as local historians, organisations and societies with an interest in any aspect of textile history, designers and makers of textiles, other artists and craftspeople, tourism and enterprise bodies, heritage and professional groups and museums and archives with relevant collections.

Please state what evaluation methods will you use both *during* and *after* the project.

Evaluation is a key element of the project at all stages. From the outset, the project team and the project management group will research and evaluate other surveys, websites, databases and access points and call upon relevant experience and expertise in developing and refining the project methodologies. The following groups will also contribute to the evaluation:

The local experts, recruited for their knowledge and expertise in the collections and subject areas covered by the project will be asked to evaluate the survey methodology and questionnaire at the development stage. They will also assist in benchmarking the surveyed collections, identifying gaps in collecting and priorities for development and commenting on the collecting and rationalisation issues explored.

The User Group: will meet three times in the course of the project. The group will be asked for advice and feedback from the perspectives of the target audiences for the website at three stages: the development phase, the pilot website and database, the “finished product” and the potential framework for a distributed national collecting policy. User group members unable to attend meetings will be able to contribute to the evaluation online.

Peer group evaluation: respondents to the survey questionnaire will be asked for feedback on the methodology and the website. Curators, archivists and others involved in managing textile collections will be invited to comment on the potential framework for a distributed national collecting policy and the evaluation models for rationalisation and cross-sectoral documentation. More generally feedback will be sought on the project as a template for extension/ application to other subject areas. Mechanisms for consultation will include the opportunity to post feedback to the project website, participate in discussions at the dissemination events and comment on the final project report.

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Visitors to the project website will be able to use an online feedback facility to contribute to the evaluation of the content and usability of the website and to comment on the policy and evaluation models.

Visitors to the project partner museums and archives will have the opportunity to complete a survey questionnaire on the project. This may be used as an indicator of the role of the project and its website in raising awareness of the collections and their location to potential users.

An independent evaluator will be asked to report on the project methodology, and its outputs.

The evaluation strategy is closely linked to the dissemination programme. As outlined in the project plan, above, the following methods will be used to raise awareness of the projects and disseminate its outputs.

Museums month 2003: press release and launch of the survey questionnaire and project leaflet. Opportunities to use this and other publicity initiatives e.g. archives events, local history weeks and Doors Open Day to highlight partner collections.

Project flier and poster: distribution to museums, archives, local studies centres, higher and further education institutions, user interest groups.

The project website, which will include a news section updating on project progress

Dissemination event: October 2003, to be hosted by one of the project partners and timed to follow a user group meeting. The event will consist of presentations on the project and an opportunity for discussion and to offer feedback on the website and database.

Dissemination event: February 2004. The event will be a forum for discussion on the potential framework for a distributed national collecting policy, the evaluation models for rationalisation and cross-sectoral documentation and the scope for extending the project to more textile collections or using it as a template for application to other subject areas.

The final project report, on the lines of a 'Museum Issues' publication, to be distributed in collaboration with the SMC. The report will be sent to all project contributors and will be available on the project website.

Please state the benefits of the project, and who will benefit from the project.

The benefits of the project

Provides an **overview of Scottish textile museum and archive collections** and collecting policies and their strengths and weaknesses

Supports sustainability by promoting collaborative collecting and rationalisation, supporting informed decisions about potential acquisitions; reducing duplication; focusing resources where they can be of most lasting value; facilitating loans of items for display

Provides an evaluation model to **test feasibility of cross- sectoral collaboration on collecting and documentation**; and its extensibility to a larger number of textile collections, or to other subject areas

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Offers a framework for a **collective strategy to preserve the heritage of an industry in decline**, targeting priorities for preservation and a “safety net” of museums and archives acting in partnership to rescue collections at risk.

Forges **cross-sectoral partnerships between museums and archives** with textile collections; pooling expertise and shared professional interests in collecting, documentation, preservation, access, promotion and income generation

Promotes preservation of textile museum and archive collections by raising awareness of their historical and cultural significance, identifying key areas for preservation and development and collections at potential risk;

Supports use of **international documentation standards**

Provides **authoritative information about the scope and location of Scottish textile museum and archive collections** on one internet site

Increases public awareness of textile collections, fostering increased visits and research use

Supports tourism marketing initiatives

Supports regeneration of the contemporary textile industry, by raising awareness of its long heritage and reputation for quality and facilitating use of historic designs as an inspiration for new work .

Who will benefit from the project

Actual and potential visitors to textile museums and archives
Researchers in all aspects of Scottish textile history at any level
The project partners and other participants in the collections survey
All museums and archives with textile collections
The Scottish Museums Council
The Scottish Executive
Funding and grant making bodies
The Scottish textile industry
Textile designers, makers, craftspeople and artists
Professional, scholarly and interest groups
Tourism bodies

4. Timetable

When do you plan to start the project? _01_/04/_/___2003_

And to complete it? _31/_03/_2004_

Will you need planning permission or statutory consent for your project to proceed?
NO

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If the project is planned to run for longer than a single year, please indicate estimated expenditure in each financial year April-March for which support is sought.
NOT APPLICABLE

5. Suppliers, Contractors and Costs

Please give brief details of the proposed suppliers/contractors and a breakdown of costs. You **must** support this summary with copies of estimates or price lists.

Notes:

- If you are not able to give information about suppliers and costs now, please state why and when you will be able to do so.
- Project costs should be detailed on this form; please do not just refer to estimates.
- Please give a breakdown by financial years so that SMC can determine what expenditure is eligible within the grant year.
- Please show VAT only if VAT cannot be reclaimed.
- For elements costing over £2,000, competitive estimates should be considered.

Details of Funding

Total cost of project **£105,846.00**

Yes No
Please x
[] [x]

Can you reclaim VAT?

Grant sought from SCF £105,846.00

Financial contribution from your museum* £
Contributions in kind: see partnership agreement

Financial contribution from other bodies** £
(please list in box below)

Estimated total cost (excluding VAT unless not registered) £105,846.00

Yes No
Please x

* Is this contribution assured? [] []

** Is this contribution assured? [] []

Have you submitted other funding applications yet? [] []

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Please list any additional sources of funding.
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Breakdown of costs

1 part time 50% ALC 2 project co-ordinator	£13,147
2 posts ALC1 survey/ documentation officers	£45,164
Website and data/image base development. Options: 9 months in-house developer ALC 2 or 40 days external consultancy at £500 per day	£28,135
Hardware (webserver)	£5000
Software (exemplar: CALM 2000 starter system with web interface and image view, see price list)	£6000
Image capture 200 images at £5 per image inc to 500	£2500
SMC passive conservation training	£1000
Travel: project team (based on 150 journeys at average £30 per journey. Worst case: assumes that project team members travel separately and claim car mileage. May be scope for cost savings with contract vehicle hire.)	£4500
Subsistence: project team	£2000
Dissemination and evaluation: Leaflet, poster and final report	£2000
Postage	£400
Dissemination and evaluation: Travel expenses for User group and local experts (based on 40 journeys at £40 per journey)	£1600
Dissemination and evaluation: Events 2 at £700 including venue hire, network pc suite and refreshments. Worst case; assumes need to hire venues at commercial rates.	£1400
Dissemination and evaluation: external evaluation report: 6 days at £500 per day	£3000
TOTAL	£115,846.00

In response to feedback on the Stage 1 application we have re-examined the costs and reallocated funding to

- Strengthen the project management and co-ordination
- Increase the allocation towards travel
- Devote additional resources to dissemination and evaluation.

We recognise that this takes the project budget over the £100,000 ceiling and understand that we may need to reduce costs in some areas if we cannot spend above this limit. Given the pilot nature of the project we have factored in costs on a “worst case scenario” basis, as for instance, it will not be clear how many documentation visits will be required until responses to the textiles survey questionnaire have been analysed.

The IS/IT elements currently add up to £31635, which is a substantial part of the total budget. As outlined in the project programme, the project management group will conduct a full options appraisal of the IS/IT solutions and agree how these will be delivered before the start of the project (see programme). All of the project partners have extensive project management experience and several, including Dundee and Glasgow, have managed projects that have delivered Internet accessible collections databases. We have costed the IS/IT elements on the basis of the most expensive scenario. This assumes the need for dedicated webserver (it may be possible to share an existing one, depending where the server is housed), plus extensive development costs; (we can reduce these if the project is able to employ the web developer part-time or adapt the web interface and content management system from existing models) plus new proprietary software licenses. (CALM 2000 has been used as an example because it has developed applications for museums and archives. The project partners would have to base any decision on software on their own needs and ability to commit to ongoing support costs.) With careful monitoring of the project spend we expect to make savings and complete the project within budget.

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6. Declaration

I declare that the information given above is correct to the best of my knowledge and I agree to advise SMC immediately of any variation to the details provided or if the project cannot proceed.

I confirm that I have read and understood the **Scottish Museums Council's Guidance Notes to the Strategic Change Fund** and accept that any offer of grant will be subject to the standard conditions and any relevant special conditions.

Please note that the form must be signed by someone with the authority to do so.

Name

Position

Signature

Date

SMC holds contact information about its members on a database. Details of museums only, with no individual contact details, are posted on our website. However SMC may from time to time share your contact details with other organisations and individuals, who have the same aims and interests as SMC, **for non-commercial purposes**. If you are happy that we hold these personal details on the database, and agree to them being shared for the reasons above, ***please sign the consent line below for the purposes of data protection.***

Signature

Consortium applications. I confirm that I have authority as lead applicant and that I have secured the agreement of other participants.

Name

Position

Signature

Date

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