



## **The Costume Society Museum Work Experience Grant**

### **Guidelines for 2021 Applicants**

The purpose of the Museum Work Experience Grant (MWEG) is to fund a student volunteer working on a dress-related project in a public museum collection in the United Kingdom. It is intended to support students seeking museum work experience with a dress collection and to help UK museums accomplish projects essential to the care, knowledge and interpretation of collections.

The museum project/work experience should include at least one of the following activities: documentation, numbering objects, preparing mannequins, mounting garments for display or photography, improving storage, research in support of collections, developing educational or interpretive programmes. Other appropriate, object-related museum activities may be considered. The placement must be for a minimum of two months, either full or part-time.

In each year a grant of up to £1000 will be offered to a student volunteer applying jointly with an appropriate museum.

### **Eligibility Criteria**

1. Applications should be made by the curator/administrator of a publicly-funded UK museum who will supervise the volunteer. Applicant museums must be accredited with the Arts Council England or equivalent for Scotland, Wales or Northern Ireland.
2. The MWEG volunteer should be a student (minimum 2nd year) or graduate of an appropriate UK university course, such as dress/fashion history, museum studies, fashion design, theatre costume design, history, social history, art history.
3. The curator/administrator shall submit the name of the proposed volunteer and the volunteer's CV with a proposal (up to 500 words) detailing the work the volunteer will be engaged in, its benefits to the museum and to the volunteer.
4. The Co-ordinator of the Museum Work Experience Grant will receive applications and convene an MWEG sub-committee consisting of three members of the Costume Society Executive Committee, who shall not be currently employed by any applicant museums. The MWEG sub-committee will review the applications and recommend a grant recipient. The Co-ordinator will communicate with applicant museums, arrange payments and receive progress and final reports from the grant recipient volunteer and supervisor.
5. The MWEG grant will be paid to the volunteer in two instalments. The first payment will be made two weeks after the start of the project, upon notification from the supervisor that the work is progressing as planned. The second payment will be made one month later, upon receipt of a progress report from the supervisor.
6. The application deadline for the current cycle has been extended to 30th May 2021; the project can be carried out at any time of the year so long as the grant is used within 12 months of being awarded. Notification of the winner will be on 31st July or before.
7. The supervising museum curator/administrator and the volunteer shall each submit a report of between 250 and 500 words when the work is completed to be included in the Society's publications where appropriate.

For an informal discussion or further information please [contact](#) Ben Whyman, Co-ordinator of the Museum Work Experience Grant.