



## **FRAME EMERGENCY GRANT CYCLE**

### **GUIDELINES**

Since mid-March 2020, as part of the global effort to fight the spread of COVID-19, FRAME museums have closed their doors to ensure the safety of public and staff. Now museums can only demonstrate their relevance by disseminating online resources for learning and education, for personal and spiritual fulfillment, and to prepare for the healing process once the pandemic subsides.

#### **FRAME'S MISSION**

French American Museum Exchange (FRAME) is a consortium of 32 major museums in France and North America that promotes cultural exchange in the context of museum collaborations. FRAME fosters partnerships among its member museums to develop innovative exhibitions, educational and public programs, and professional exchanges among museum staff, and maintains a website to reach global audiences.

#### **EMERGENCY GRANTS FOR DIGITAL PROGRAMMING**

At the April 3 meeting, the FRAME Board of Directors approved a special Emergency Grant Cycle to provide funds to support content development for on-line programming during the COVID-19 crisis, while museums are closed to the public. This emergency program falls under the newly revised Audience Development category described in the [Project Support Guidelines on the FRAME website](#).

The Emergency Grant aims to optimize accessibility to the member museums' collections and educational programming by engaging their worldwide audiences remotely during the quarantine. Funds will support programs that advance FRAME's mission of transatlantic cooperation throughout its network.

**Proposals must involve collaboration between at least two FRAME museums and preference will be given to worthy projects between French and American museums.**

**Emergency Grant Awards will range between \$1,000. to \$10,000.**

#### **GUIDELINES**

The Emergency Grant covers:

- The enhancement and further development of existing on-line content to be shared between FRAME partners or duplicated in other FRAME museums
- New projects that can be easily organized and rapidly replicated on-line between member museums

The Emergency Grant is available for activities such as:

- **The development of online scholarly and/or educational content that elucidates collections** including curators discussing related objects between the partner museums, or educators and curators approaching objects through a humanistic framework to provide solace and strength.
- **Funds can be used for shared actions in collaborative projects, such as:** translation (English < > French), design, temporary subscription to on-line platforms and uploading contents on museums' websites, for instance. Grants can cover any topic of interest to an encyclopedic museum and are not limited to Western art.

**Funding from FRAME cannot support salaries, administration, or fundraising. Grant support should be focused on content development and dissemination but cannot be used to build new digital platforms.**

### **APPLICATION PROCESS**

Emergency Grant applications should be sent by email to the FRAME Executive Directors, Marguerite d'Aprile Quigley for North America ([mdquigley@framemuseums.org](mailto:mdquigley@framemuseums.org)) and Émilie Vanhaesebroucke for France ([emilie.vanhaesebroucke@culture.gouv.fr](mailto:emilie.vanhaesebroucke@culture.gouv.fr)).

This application should be no longer than 1 page (450 words / 3200 marks, space included) and should include:

- A brief narrative proposal outlining the nature of the project (illustrations are not requested), including:
  - The project's main goals
  - Alignment with FRAME's mission
  - FRAME partner museums and key personnel overseeing the project as well as other personnel involved
  - A schedule for completion and implementation. **IN ORDER TO RESPOND TO THE EMERGENCY, PROJECTS SHALL BE IMPLEMENTED NO LATER THAN MAY 15, 2020.**
  - A brief budget listing the items to be covered by FRAME
- The grant application must be electronically co-signed by the member museum's Director and the professionals overseeing the project. Each of them must be copied in the email sent to the FRAME Executive Director.

**Due to the unusual circumstances, museums that have been awarded a grant prior to 2020 for which the funding period is not finished MAY apply for funding in this category. Those museums that received grants in 2020 are not eligible to apply again.**

### **REVIEW PROCESS**

A FRAME Emergency Support Committee comprised of members and trustees has been designated by the Board of Directors to review Emergency Grant proposals and to designate grant awards.

If the museum affiliated with a member of the Emergency Committee wishes to apply, they will recuse themselves during review of their application.

### **NOTIFICATION PROCESS**

All grantees will be notified by email by the FRAME Executive Directors, Marguerite d’Aprile Quigley for North America, and Emilie Vanhaesebroucke, for France.

### **DEADLINES**

<b>APPLICATION PROCESS</b>	On APRIL 22, 2020, BEFORE 5PM (17h00)
<b>REVIEW PROCESS</b>	On April 24, 2020
<b>NOTIFICATION PROCESS TO GRANTEES</b>	By April 24, 2020
<b>FUNDS DISTRIBUTION TO GRANTEES</b>	By April 30, 2020
<b>PROJECTS SHOULD START</b>	By May 15, 2020

### **REPORT PROCESS:**

Projects that receive funding are requested to submit a final report to the FRAME Executive Directors, Marguerite d’Aprile Quigley for North America ([mdquigley@framemuseums.org](mailto:mdquigley@framemuseums.org)) and Émilie Vanhaesebroucke for France ([emilie.vanhaesebroucke@culture.gouv.fr](mailto:emilie.vanhaesebroucke@culture.gouv.fr)) at the conclusion of the funding period. The deadline for submitting the final report is included in the letter of Award for the FRAME Digital Resilience Fund.

The final report should be no longer than two pages and should include a description of the outcome of the grant including:

- The name and functions of member included in the program
- The electronic link to the online project
- Challenges and difficulties encountered
- The results of the project on teams and on audiences (checking on-line visits for the project)
- An explanation about the usefulness of FRAME’s Emergency Grant Support, including how the grant benefitted your institution and helped to work with other members and external service providers during the COVID-19 crisis
- A detailed budget or financial statement about the use of grant funds. As a reminder, the total amount of the grant must be spent at the conclusion of the funding period.

### **RECOGNITION:**

Museums receiving Emergency Support funding agree to acknowledge FRAME and provide appropriate credit information including the use of the of FRAME logo in all electronic and print material related to the project that include website, social media, and in all other instances where funding for the project is acknowledged following the museum’s crediting standards.

In addition to the grantees’ website, FRAME will publish every awarded programs on its own website mentioning the name of the museums and contributors.



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April 10, 2020