

Information For Applicants

Eligibility Criteria

The V&A Purchase Grant Fund contributes towards the acquisition of objects relating to the arts, literature and history by museums, galleries, record repositories and specialist libraries in England and Wales which are not funded by central government.

The eligibility of institutions to receive grant aid from the Fund is assessed on the first application and continues to be monitored. In order to determine an applicant's eligibility detailed information on its organisation, funding, staffing and collecting policy is requested. A visit from a member of Purchase Grant Fund staff may also be appropriate.

As a basic requirement, museums and galleries should be Accredited under the Arts Council England scheme and record repositories and libraries have adopted The National Archives' **Standard for Record Repositories, 2004**.

- An eligible institution must maintain a permanent collection in suitable conditions for the benefit of the public. More specifically it should have:
 - A permanent collection covered by legal safeguards to prevent its dispersal;
 - Unless administered by a local authority or university, institutions should be governed by a charitable trust ensuring the future security of the collection so that, in the event of the closure of the museum, the collection would pass to another institution with similar aims and safeguards;
 - Premises suitable to the museum's needs, providing adequate gallery space for the display of the permanent collection and secure storage facilities;
 - Efficient security systems and environmental controls;
 - A formally-adopted acquisitions and disposals policy;
 - At least one suitably qualified member of staff with specific responsibility for the collections;
- Guarantee of sufficient long-term funding to enable the museum to continue to operate. The museum itself must not form part of a profit sharing organisation;
- Regular opening hours providing reasonable public access, including access for disabled visitors, for at least six months in the year;
- A range of visitor services appropriate to the size and nature of the institution.
- Grants are only available for institutions which are not funded by central government. If a proportion of income derives from a central source, e.g. a payment in lieu of gate receipts, the applicant should contact the Purchase Grant Fund office for clarification.
- Grants are not given to friends organisations

These criteria are intended as guidelines and Purchase Grant Fund staff are prepared to discuss individual points with prospective applicants.