



2008 Mentorship Program

What It Is

The purpose of our Mentorship program is to provide support and continuing assistance to selected non-profit organizations/institutions to improve collections care practices and management through specific projects as identified in the mentorship application. Accepted projects are those that can be completed within one year of the program (no conservation treatments or assessments will be accepted).

How It Works

Selected institutions must identify a specific preservation/conservation related project involving a permanent collection. Collections that are expendable, usable or replaceable (including study collections and artifacts used only for interpretation in living history museums) are not applicable for this program. Projects may include improving storage, exhibition, and management of collections; development of a preservation plan; preservation funding strategies (including assistance in writing a specific grant application); disaster preparedness; staff training; etc. Two trips will be made by a staff member of the MACC Preservation Services Department to each participating institution to assist appropriate personnel in completion of the project. (If your institution has not previously undertaken a general needs assessment survey or does not have a preservation plan, it is advisable to contact the Preservation Services office before submitting your application. Please also contact us for assistance on choosing your project.)

Who Is Eligible

The Mentoring Program is available to all non-profit institutions that meet the criteria outlined in this announcement. Institutions must be located within the 5-state Upper Midwest region (Iowa, Minnesota, North Dakota, South Dakota and Wisconsin). Institutions with a commitment to developing or improving sound preservation practices are encouraged to apply, especially institutions with significant humanities collections.

Cost To Participants

Consulting services for this program are **free of charge**, however a nominal fee of \$500 will be charged toward travel and related expenses. Participating institutions that are able to invest resources and staff time toward the completion of the project will benefit most from this program. Nevertheless, all institutions, regardless of their funding situation, are encouraged to apply.

How To Apply

Organizations/institutions applying for the Mentoring Program must complete an Application Form (an application is included and can also be found at www.preserveart.org). A project manager must be identified on the Application Form. In addition, applicants must submit documentation that the organization is a 501(c)(3), 509(a)(1), or 509(a)(2) non-profit organization, and provide a letter from the institution's director or a board member stating the institution's support of the project.

Deadlines

The next application deadline for the 2008 Mentoring Program is **December 17, 2007**. Participants will be expected to work with the Preservation Services staff conservator to complete their project by the end of the mentoring program period (December 31, 2008).

Mentorship Application

Applications due: December 17, 2007



Name of Institution:

Street Address:

Mailing Address:

Staff Member(s) who will work with Mentor:

Name:	Title:	Phone:
Name:	Title:	Phone:
Name:	Title:	Phone:

Total Museum Staff (Paid and Volunteer):

Annual Operating Budget:

Total Line item budgeted for conservation:

Description of Collections:

Description of Museum Building(s), Historic House, etc:

Mentorship Application

Applications due: December 17, 2007

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Description of Proposed Mentor Project

For the 2008 period, applicants are asked to submit a proposed project description that can be completed during the one year period (by December 31, 2008), keeping in mind that museum staff will be completing the project with the guidance of the mentor. Some examples of projects might include: developing a long-range preservation plan; writing a disaster preparedness plan; writing a preservation/conservation related grant; writing a collections management policy; etc. Proposals for surveys or artifact conservation treatments will not be considered. For further project ideas please contact the Preservation Department staff at 612-870-3128

A completed application includes: documentation that the organization is a 501(c)(3), 509(a)(1) or 509(a)(2) organization, plus a brief letter from the institution's director or a board member stating the institution's support of the project.

If you have questions on this application, please contact the Preservation Services Department at (612) 870-3128.