Research Project Proposal

An official agreement to work on the Garstang Museum's collections must be obtained from the Museum **before** any application to external funding bodies stating the Museum's involvement, and the application must comply with any and all criteria imposed by the Museum as relating to the collections or staff resource. Without this prior approval we cannot guarantee that you will be able to gain access to our artefact and/or archive collections for your project.

If approved, the Museum must be kept up-to-date on the progress of the project and any connected publications. Permission to work on the collections does not constitute permission to publish object or archive photographs. Permission to do so must be requested separately, and copyright remains with the Garstang Museum, not the research project.

Title of proposed research project:

Name, position and affiliation of Principal Investigator:

Name(s), position(s) and affiliation(s) of research team:

Subject area(s):

Research project proposal:

Objects involved in the research (be as specific as possible):

Is destructive testing required?

If so, please outline the procedure, level of damage anticipated, and justification for this method of testing. Note: Destructive testing forms must be submitted to the Garstang Museum for approval for each object.

Is specialist equipment required?

If so, please state what, and where it will be sourced.

Proposed source of funding:

Also note here any relevant conditions attached to the funding.

Does the research project involve collaboration with other institutions?

If so, where? And of what nature?

Start and finish dates of proposed research:

Outputs of research project:

Planned publications, exhibitions, conferences etc.

Estimated requirement of curatorial time:

A good estimate to use is 4 hours per 20 objects made accessible from the stores/displays. Please be aware that with our current limited working hours and heavy workload, objects cannot be made available on more than two days a week. Unsupervised access to the collections **will not** be provided to researchers, for basic security reasons. **If the curatorial hours required are beyond our current staffing capacity, you will be asked to provide the costs to cover the additional staff time.**