Thank you for your interest in submitting a proposal to Museums Victoria. As Australia's largest public museum organisation, we inspire audiences to engage in life’s deep mysteries and big questions. Our museums present unique and exceptional experiences for more than 2 million visitors each year, who come from all over Australia and around the world to be inspired and to learn about themselves and the universe we inhabit.

We welcome proposals from community groups, organisations, artists, performers and individuals to be considered for inclusion in our forward exhibition and public program.

Please complete this form and submit via email to askus@museum.vic.gov.au with requested support materials for consideration in the next program and exhibitions review round. It is recommended that program and event ideas are submitted with a 6-month lead time and exhibition ideas submitted with an 18-month lead time.

**Indicative Timeframes**

Indicative timeframes for proposal reviews are listed in the table below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Submission Received | Review Date | Applicant Advised | For Program activities commencing from | For Exhibition activities commencing from |
| 1 Feb 24 – 30 Apr 24 | 15 May 24 | 31 May 24 | 1 Dec 24 | 1 Jul 25 |
| 1 May 24 – 31 Jul 24 | 15 Aug 24  | 31 Aug 24 | 1 Mar 25 | 1 Jan 26 |
| 1 Aug 24 – 31 Oct 24 | 15 Nov 24 | 30 Nov 24 | 1 Jun 25 | 1 Jan 26 |
| 1 Nov 24 – 31 Jan 25 | 15 Feb 25  | 29 Feb 25 | 1 Sep 25 | 1 Jul 26 |
| 1 Feb 25 – 30 Apr 25 | 15 May 25 | 31 May 25 | 1 Dec 25 | 1 Jul 26 |

**Useful Resources**

[Museums Victoria Strategic Plan](https://museumsvictoria.com.au/media/20439/2017-25_strategic_plan.pdf)

[Melbourne Museum Website](https://museumsvictoria.com.au/melbournemuseum)

[Immigration Museum Website](https://museumsvictoria.com.au/immigrationmuseum/)

[Scienceworks Website](https://museumsvictoria.com.au/scienceworks/)

**Submission Date** Select Date

**Contact Details**

|  |  |
| --- | --- |
| **Name** |  |
| **Address** |  |
| **Mobile** |  |
| **Email** |  |
| **Applicant Type**  | Select One |

**Program Information**

 **Program Type** [ ] Exhibition

 [ ]  Public Program

[ ]  Activation

 **Location** [ ] Melbourne Museum

 [ ]  Immigration Museum

 [ ]  Scienceworks

☐ Location is flexible

 **Proposed Date/s** Select Start Date

Select End Date

[ ]  Dates are flexible

[ ]  Dates are not flexible

**Description of the Proposed Experience (up to 300 words)**

* How does your idea align with Museums Victoria objectives?
* Does your idea respond to Museums Victoria collections, exhibitions, research or galleries?
* Does this program or exhibition align with a festival, celebration or special day?
* Include images if possible

|  |  |
| --- | --- |
| **Audience** | Describe the audience that would attend this program or exhibition |
| **Visitation** | How many people do you expect to attend this program or exhibition |
| **Marketing**  | What type of marketing and promotion activities are you planning |
| **Description**  | Up to 300 words |

**About You / Your Organisation (up to 300 words)**

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**Budget & Resources Status**

Is your project:

[ ] Fully funded by external organisation or individual

[ ]  Partially funded by external organisation or individual

[ ]  Not yet funded

Please provide more information about your funding sources and required budget support:

|  |
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Do you have a producer to support the delivery of this project? Please provide some information about the resourcing support you require to deliver this project.

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