

## A Narrative Description of the Project

Describe your conservation project in a narrative, (maximum 3 pp) addressing all the following, by number:

- Describe your collections, generally.
- What object(s) are to be treated?
- What is the object's aesthetic, cultural or historical significance?
- How does the object proposed for conservation treatment relate to your organizational mission?
- What is the date of your most recent collections management policy or written conservation plan?
- What is the (brief) history of your institution's conservation activities?
- Have reports from Conservation Assessment Program (CAP), Museum Assessment Program (MAPII), or other conservation surveys of your collections recommended or prioritized treatment of the object(s) proposed for conservation in this application?
- Have recommendations from those reports been implemented, or why have they not yet been implemented? Please attach those pages of survey or consultant's reports relevant to the object(s) proposed for conservation treatment.
- What is the urgency for treatment at this time?
- How will the proposed treatment impact the interpretation, exhibition and/or public access to your institution's collections? Long range, how will the public benefit from this project?
- Describe the physical environment in which the treated object(s) will be housed or exhibited.
- What provisions already exist, or are planned, for preservation-minded storage and/or exhibition of the treated object(s)?
- What provisions will you make for the proper handling of object(s) to be treated?
- What training has your curatorial, volunteer and/or maintenance staff received in conservation principles for care & handling of collections?
- Note: Requests for treatment of outdoor sculpture must include the description of an on-going maintenance program already in existence, or one to be implemented, at your institution.

