

Museum-University Partnerships Match Event Joining Instructions



National
Co-ordinating
Centre for
Public Engagement

MUPI Match Event: Joining Instructions

Send out joining instructions two weeks before the event. To support the partnership development process, consider including a description of the process, and a list of delegates, expertise and suggestions for working together. This information helps people consider who they might like to work with, and ensures that people have the chance to think about the nature of the partnership they might like to develop.

You should include:

- Timings and Venue details
- Travel instructions, including the closest station and car parking information.
- An overview of the process:

“The event is a highly interactive process, which follows a tried and tested format. The event will provide you will opportunities to meet other delegates and have a range of exploratory conversations. Whilst you may have ideas you want to explore at the event, there will also be lots of opportunities to think of new ideas, and consider different types of partnership work. We ask that you come ready to participate in the event, and with an open mind as to the partnership you might develop. “

- Some suggested preparation and documents:

“To help you prepare for the event we have provided the following attachments:

- Detailed delegate list: This document contains an overview of all participants including themes, ideas and hopes for the event. We hope by sharing the delegate list this will help you to note in advance of the event who else is in the room and how you might work together however its worth keeping an open mind during the event as to who you could potentially partner with.
- Funding prompt sheet: During the match event you will have the opportunity to pitch for small amounts of thinking funding of up to £1000. The attached funding prompt sheet provides an overview of questions to consider when thinking about pitching for funding. Copies of this sheet will be made available at the match event.
- Case studies: Please find attached case studies of museum university partnerships to give you a flavour of the types of partnerships that could develop from the event. “
- An overview of the programme for the day, detailing the start and end of the day as well as any breaks.
- Guidance for the funding process:

“There is an opportunity for potential partnerships to apply for a small amount of funding at the event (up to £1000). This funding is to facilitate conversations between the partners, and enable them to explore the ways they might work together for mutual benefit. Applicants need to include at least one museum and one university representative, but could include more. You do not have to apply for funding at the event. If you choose to do so, you will be asked to share your idea via a pitch with delegates and a funding panel. Panel decisions will be communicated to you within 3 weeks of the event.

Please note - even if you do not wish to apply for funding, the event will provide a great opportunity to explore how museums and universities may work together, build new links and start to forge new partnerships. Funding is only available to those who participate and attend the event. “



**National
Co-ordinating
Centre for
Public Engagement**

The National Co-ordinating Centre for Public Engagement (NCCPE) is internationally recognised for its work supporting and inspiring universities to engage with the public. We work to change perspectives, promote innovation, and nurture and celebrate excellence. We also champion meaningful engagement that makes a real and valued difference to people's lives.

The NCCPE is supported by the UK Higher Education Councils, Research Councils UK and Wellcome, and has been hosted by the University of Bristol and the University of the West of England since it was established in 2008.

National Co-ordinating Centre for Public Engagement

Tel 0117 328 7190

Email nccpe.enquiries@uwe.ac.uk

Twitter @NCCPE

www.publicengagement.ac.uk

The Museum-University Partnership Initiative (MUPI) was supported by public funding from Arts Council England. It sought to enable museums and universities to meet together and develop mutually beneficial partnerships. A range of resources have been created, drawing on the learning from the MUPI project. You can find all these resources on the NCCPE website.



Supported using public funding by
**ARTS COUNCIL
ENGLAND**

**SHARE
ACADEMY**

paddymcnulty
associates
culture heritage museums