



VIRGINIA
ASSOCIATION
of MUSEUMS

Directions for Final Project Proposal

You will need to complete a final project in order to receive your Certificate in Museum Management. This final project is designed to reflect the culmination of your training; therefore, you may not propose a final project until you have completed at least 8 of your 10 core curriculum credits. You should not begin work on your final project until you have received approval from the Certificate Review Committee.

Your final project should meet the following criteria:

- The final project should demonstrate a mastery of at least two of the five core curriculum elements: External Affairs, Internal Affairs, Education and Outreach, Exhibitions and Collections Management.
- The final project can be directly related to your current job; however, the final project should NOT be something you do as an ongoing part of your job. (i.e. if you are a curator, setting up an exhibit should not be your final project, as that is something you do on an ongoing basis; however, you could apply to write a grant to create a special traveling exhibit for your museum.)
- The final project can take the form of an article, grant or other written piece, or it can be a tangible product such as a public program, conference presentation, website or exhibit. Be creative!

The Review Committee will consider the following when reviewing your proposal:

Commitment:

A Final Project Proposal should demonstrate that the student is willing to commit appropriate time and energy to completing this project.

Content:

Final Project Proposals should incorporate at least some of what they have learned in this certificate program, should include a tangible product, and should be above and beyond what is needed for the everyday completion of their current job (if they are an educator, creating an education plan is not above and beyond their current job; a collections plan would be).

Credibility:

A Final Project Proposal should be feasible and reasonably laid out and described.