

## Field Review Criteria

### Museums for America: Collections Stewardship

#### PROJECT JUSTIFICATION

- Is the project clearly explained?
- Is the need, problem, or challenge to be addressed clearly identified and supported by relevant evidence?
- Are the collections and/or records that are the focus of the project and their current condition described and quantified in sufficient detail?
- Have stakeholders and/or those who will benefit from the project been involved in project planning?
- Are the ways in which the project advances the institution's strategic plan specific, actionable, and measurable?
- Does the project align with the selected MFA Collections Stewardship category?

#### PROJECT WORK PLAN

- Are the proposed activities informed by appropriate theory and practice?
- Are the goals, assumptions, and risks clearly stated?
- Are the proposed evaluation activities and performance measurements appropriate for project? Will they result in valid, reliable, and generalizable findings?
- Do the identified staff, partners, consultants, and service providers possess the experience and skills necessary to complete the work successfully?
- Is the schedule of work realistic and achievable?
- Are the time, financial, personnel, and other resources identified appropriate for the scope and scale of the project?
- Is a clear methodology described for tracking the project's progress and adjusting course when necessary?
- Is there an effective plan for communicating results and/or sharing discoveries?

#### PROJECT RESULTS

- Will the care, condition, management, access to, or use of the museum collections and/or records improve as a result of the project?
- Are the project's intended results clearly articulated, realistic, meaningful, actionable, and linked to the need, problem, or challenge addressed by the project?
- Will the tangible products be useful?
- Is there a reasonable and practical plan for sustaining the benefits of the project beyond the conclusion of this award?