



## Grant offer letter

1 April 2022

Bristol Museums  
Bristol City Council  
City Hall PO Box 3176  
Bristol  
BS3 9FS

Dear Rebecca Peters

Programme: Museums Estate and Development Fund  
Project: Bristol Museum & Art Gallery MEND Project  
Organisation name: Bristol Museums  
Reference: MEND-00454715-R1 (Grant in Aid)

This is to confirm that Arts Council England on behalf of the Department for Digital, Culture, Media and Sport (DCMS), will provide Bristol Museums, the accountable body as defined in the terms and conditions of this award, with a restricted grant of up to £679,365 ('the Grant') towards the costs of the Agreed Capital Project Plan as attached to this letter.

The grant is provided by Grant in Aid Capital.

You must start the Agreed Project on the Start Date and complete it by the End Date.

For MEND, DCMS have delegated authority to Arts Council England to act on its behalf in administering, accounting for, and monitoring this grant.

Victoria Allott will be your contact for this grant. Victoria will be in touch with you soon to discuss your Grant in more detail. In the meantime, should you wish to discuss any matters further, please contact Victoria by email at [victoria.allott@artscouncil.org.uk](mailto:victoria.allott@artscouncil.org.uk).

### 1. Our Offer

- 1.1 This offer is subject to your acceptance of Arts Council England's Standard Terms and Conditions – Museums Estate and Development Fund ('Terms and Conditions'), the Additional Conditions (if any) and the Monitoring Schedule and Payment Conditions. The Terms & Conditions and Additional Conditions are attached to the following screen called 'Attachments'. The Monitoring Schedule and Payment Conditions are shown on the screen called 'Monitoring Schedule and Payment Conditions'. These documents along with this Offer Letter and Schedule 1 form your funding agreement

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with Arts Council England. These Terms and Conditions are standard for all grants made under this Programme and are non-negotiable. Terms defined in this offer letter have the meaning given to them in the Terms and Conditions.

- 1.2 This scheme is funded using money from Capital Grant in aid. It is restricted capital funding for the sole purpose of delivering the Agreed Project. It should be shown as restricted funding in your accounts and capitalised on your balance in accordance with the Terms and Conditions. We reserve the right to review and reduce funding in light of how well you are delivering the objectives of this Grant.
- 1.3 If you spend less than the whole Grant amount on the Agreed Project, you must return the unspent amount to us promptly. If the Grant part-funds the Agreed Project, you must return the appropriate share of the unspent amount to us.
- 1.4 As the Grant comes from public funds, you must account to us for any profit that you make from the Agreed Project and we reserve the right to require you to pay back all or part of the Grant in accordance with the Terms and Conditions.

## **2. Purpose of funding**

- 2.1 The Agreed Project is set out in Schedule 1 as shown in the next screen and this schedule is supported by your application. Changes to the Agreed Programme are covered in the Terms and Conditions.
- 2.2 Arts Council England will monitor the activity in relation to the Agreed Project and how effectively the funding is being used. To enable this, you will send Arts Council England any information as Arts Council England may in its sole discretion reasonably request from time to time. Arts Council England reserves the right to visit projects by appointment and will ensure prior notice is given. Our main monitoring will be through the assessment of payment conditions, as detailed in the Monitoring Schedule and Payment Conditions section in the next screen. The Agreed Project will also be discussed with your Relationship Manager: [victoria.allott@arts council.org.uk](mailto:victoria.allott@arts council.org.uk).
- 2.3 Success of the relationship relies on effective communication and the sharing of information. You must tell Arts Council England in advance if you want to make any significant changes to the Agreed Programme under this Funding Agreement. Arts Council England will not unreasonably withhold its consent to any such changes.

## **3. Accepting our Offer**

Accepting your grant is done online by working through this 'Offer letter acknowledgement' workflow. At the bottom of this page you are asked to confirm that