

Grantham Museum – A New Century

Heritage Evaluation Consultant Brief

Background and Context

Grantham Museum was founded in 1926 and has been celebrating Grantham's history and heritage for almost a century. Grantham Community Heritage Association (GCHA) has operated Grantham Museum since 2011, when it took over the running of the Museum from Lincolnshire County Council Heritage Service.

The Museum celebrates the lives of some of Grantham's most famous residents, including Sir Isaac Newton and Baroness Thatcher, as well as the industrial, military, and social history of the town.

As the museum enters its Centenary year, GCHA are embarking on an exciting program of redevelopment: the Grantham Museum – A New Century project, made possible with funding from the National Lottery Heritage Fund and supported by South Kesteven District Council.

Through this project the museum will celebrate its founder Henry Preston in 2026; commemorate the 300th anniversary of the death notable Grantham resident of Sir Isaac Newton in 2027; and put Grantham's often overlooked industrial heritage in the spotlight.

The museum collection is currently in the care of Lincolnshire County Council, however GCHA has been offered the opportunity to regain the collection. This will allow the museum to be more dynamic in its offer and provide the rare opportunity to involve the community in museum development from first principles.

Building upon work completed in the recently completed Grantham Museum: Reimagined project, GCHA will continue to work towards regaining the collection, increasing public access to this hidden resource, and engage a wide range of residents and visitors with Grantham's story.

Grantham Museum: A New Century is made possible with The National Lottery Heritage Fund. Thanks to National Lottery players, Grantham Museum will be able to develop new exhibitions and public programming, investing in its future as an accessible visitor attraction which celebrates Grantham's heritage.

Through this project CGHA will commission a number of consultants to support the delivery of the project, designed to increase community engagement, ensure the museum is accessible for all, strengthen our organisational resilience, and work towards the return of the collection.

This will include commissioning:

- Curatorial Consultant to support the development of new and existing exhibits, and the return of the Grantham Collection
- Accessibility Consultant to complete an access audit and support GCHA in improving the accessibility of the museum experience.
- Business development and partnerships consultant to support further development of GCHAs commercial, sponsorship and partnership opportunities.
- Heritage Evaluation Consultant

In addition, a digital arts provider will be commissioned to deliver a range of digital exhibits featuring characters from Grantham's history.

Scope of Service

The consultant will be required to:

- create the project evaluation plan and methodology which should consider both quantitative and qualitative indicators of the impact of the programme against the National Lottery Heritage Fund investment priorities, and other key performance indicators to be agreed in consultation with the Trustees and project board.
- collect data and feedback from both volunteers, visitors and the wider community to set a baseline for comparison.
- conduct the evaluation process, and complete interim (annual) reports as well as the final evaluation report, with input from the Trustees, Project Board, volunteers and other stakeholders.

This should include monitoring numbers of visitors and volunteers, attendance at events and exhibitions, reviews of the impact of consultant works, and progress against the following elements:

- The ambition to regain the Grantham Collection
- Development of new exhibitions
- Strengthening partnerships
- Increased income generation through memberships and sponsorships
- Increasing community engagement (particularly with unengaged communities), and engagement with National Lottery players.
- Improvements in accessibility and interpretation of exhibits and materials

- The Evaluation Consultant will be responsible for designing mechanisms by which project participants will be asked to give feedback on the elements of the project they have been involved in throughout the programme.

This will include visitors, members of the public attending events, volunteers, board members and trustees, stakeholder organisations such as SKDC, LCC and Grantham College, and other consultants supporting the programme delivery. While the methodology will be set by the evaluation consultant this is likely to include participant feedback questionnaire, volunteer diaries and visitor surveys.

- Attend project board meetings as necessary (no more than twice a year)
- Produce a final evaluation report, in line with the National Lottery Heritage fund guidance, for submission to the National Lottery Heritage Fund and other funders as necessary
- Produce a public facing summary report following the completion of the project which is suitable for sharing with the wider public to highlight the achievements of the project

Required outputs

GCHA will require a digital copy of each report produced (Interim reports at the end of year one and year two, final evaluation report, and public facing report) as well as all research and evidence generated).

Timescale for Delivery

The 'Grantham Museum – A New Century' project will take place between January 2026 – January 2029.

Applicants should outline how they intend to distribute this time across the programme. It is anticipated that the creation of the evaluation framework and methodology, and collation of baseline data will take place within three months of appointment.

Fee

The maximum fee available for this work, including all expenses and travel and VAT, is £10,000.

Within the tender response, consultants should provide a breakdown of time allotted to the project for the fixed fee including daily rates.

Governance

The project will be overseen by the Museum Trustees who will have responsibility for appointment of staff and consultant positions, financial management for the project, and program delivery.

A project board will be created in the initial stages of the delivery program which will include trustees, the project manager, a representative of the volunteer group, and stakeholder representatives.

This project board will be responsible for reviewing evaluation feedback and steering the project delivery as necessary to ensure that the project aims are met.

Day-to-day management of the project, including co-ordination of consultants, volunteers and participants will be the responsibility of the Project Manager, who will be the principle contact for consultants during the delivery phase

Timetable

Tender Opportunity - Curatorial Consultancy	
Deadline for submission of tenders	Friday 3 rd April 2026 at 12noon.
Interviews held	W/C 13 th April 2026
Appointment confirmed	W/C 20 th April 2026

Tender Submission

To include:

- A proposed methodology for undertaking the consultancy
- A work plan incorporating milestones and a timeline showing how the requirements of the brief will be met.
- Details of people to work on this project, outlining their relevant skills, experience and qualifications.
- Two relevant examples of completed projects
- Two references

Consultants will be appointed on the basis of best value and ability to meet the requirements of the brief including:

- Understanding of the requirements of the brief demonstrated by the response to it.
- Relevant previous experience, preferably working with independent community groups.
- Knowledge of and access to relevant resources
- Evidence of communication, liaison and presentation skills.
- Value for money.

Please send through to info@granthammuseum.org.uk by Friday 3rd April 2026 at 12noon.