

APPENDIX D

Rental Grant Subsidy Scoring Matrix – East Surrey Museum

SCORE	4	3	2	1	0	Total	Comments
SCORING CRITERIA	Excellent/Very Good	Good	Acceptable	Marginal	Undesirable		
Intensity of use	Over 100 members or over 30 hours of use per week	Over 75 members or over 25 hours of use per week	Over 50 members or over 20 hours of use per week	Over 25 members or over 15 hours of use per week	Less than 25 members or less than 15 hours of use per week	2	Opening hours 10am to 5pm three days per week; plus outreach; member sessions
Affordability	Free membership or free use	Membership rates or use/hire rates less than 60% of market rates and/or discounts available on grounds of financial hardship	Membership or use/hire rates at less than 75% of market rates	Membership or use/hire rates at less than 90% of market rates	No discount on market equivalents	4	Free entry to the community; supporter donations
Benefit to the wider community / diversity of users/extent of outreach work	Very wide variety of user groups and/or staff/volunteers carrying out outreach work. Multiple letters of support.	Wide variety of user groups and/or staff/volunteers carrying out outreach work. Several letters of support.	Some variety of user groups and/or staff volunteers carrying out outreach work. A few letters of support.	Limited variety of user groups and/or staff volunteers carrying out outreach work. One or two letters of support.	Only one user group and no outreach work	3	The museum works with a wide variety of ages from the very young to the very old. It visits schools and care homes and groups such as scouts and guides. It holds supporter events.

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Are revenue/funding raising opportunities maximised? E.g. grant funding sought, fund-raiser events undertaken, commercial opportunities maximised where possible e.g. bar income, hire of facilities when not in use.	Opportunities are maximised wherever possible	Opportunities are often maximised	Opportunities are sometimes taken	Opportunities are occasionally taken	Opportunities are not taken	2	The museum has applied for grants from parish councils, the Bourne Society and the Museum Development Partnership. A barrier to larger grant funding applications is lack of security of tenure at present.
To what extent do the group's activities align with TDC corporate priorities?	Very strong alignment with one or more priorities or strong alignment with more than one priority	Strong alignment with one priority or good alignment with more than one priority	Good alignment	Some alignment	Limited or no alignment	3	Strong alignment with Priority Outcome 1.5.
Does the group reduce TDC revenue costs e.g. by maintaining/repairing the asset and contributing to insurance	Yes, the group take full responsibility	Yes, the group pay the majority of costs associated with the asset	The group pay some of the costs associated with the asset	The group only pay a small percentage of the costs associated with the asset	The group do not pay any of the costs associated with the asset	0	The Council not only subsidises the rent but also provides grant funding to the museum

SCORE	4	3	2	1	0	Total	Comments
SCORING CRITERIA	Excellent/Very Good	Good	Acceptable	Marginal	Undesirable		
Does the group have financial reserves or fundraising targets? If so, are these earmarked for improvements to the facilities including improvement of environmental performance, flood resilience and/or biodiversity?	A high percentage (75 to 100%) of reserves are earmarked for improvements	A percentage (50-75%) of reserves are earmarked for improvements	A percentage (25-50%) of reserves are earmarked for improvements	A percentage (up to 25%) of reserves are earmarked for improvements	No reserves earmarked for improvements	1	The Museum has very limited reserves and no particular fundraising target at present. Recent surpluses from Covid grants have been partially invested in improving facilities albeit not environmental performance. The remainder has been spent on museum collections.

Total score for East Surrey Museum – 15

Total possible score – 28

54%