

MAP Process: Schedule of Activities

The MAP process consists of:

- application
- self-study
- peer review

The following is an overview of the main pieces of the MAP process. Once in the program, your museum will get more details and reminders about each step.

Phase 1: Application

- Ensure eligibility
- Secure institutional commitment
- Pick an Assessment type
- Select objectives
- Form an Assessment Team
- Complete and submit the application
- Receive notification of acceptance
- Sign and return acceptance letter
- Access the MAP Online Community
- Pay fee (if applicable)
- Begin the Self-Study Workbook and Activities

Phase 2: Self Study & Peer Reviewer Selection

- Participate in the Introductory Webinar
- Receive MAP bookshelf
- Receive, rate and return list of potential Peer Reviewers
- Receive Site Visit Information Packet with Peer Reviewer's information
- Work on the Self-Study Workbook and Activities
- Contact the Peer Reviewer to schedule site visit and develop visit agenda
- Inform MAP staff of site visit date

Phase 3: Site Visit Preparation

- Participate in Site Visit Preparation Webinar
- Send the completed Self-Study Workbook and Activity summaries to MAP office and Peer Reviewer
- Compile and provide additional documentation to Peer Reviewer

Phase 4: Site Visit and Report

- 1 – 2 day site visit
- Receive peer reviewer's report 10-12 weeks after visit
- Participate in Report Implementation Webinar
- End of formal MAP assessment period

Phase 5: Implementation

- Begin/plan for implementing recommendations from the Peer Reviewer's report
- Integrate them into your museum's plans
- Follow-up with the Peer Reviewer with any questions and for recommendation clarification