



Facing Change:

Advancing Museum Board
Diversity & Inclusion

Facing Change Application

For more information and instructions, please visit: <https://www.aam-us.org/programs/facing-change1/museum-communities-of-learning-call-for-applications/>. If your organization is governed by a parent institution, all answers should refer to your museum only.

Part I: Institutional Information

Select the Facing Change Museum Community of Learning closest to your museum: *

Museum name *

Physical museum address *

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Museum mailing address, if different

Street Address

Street Address Line 2

City

State / Province

Postal / Zip Code

Primary museum type *

Museum mission *

Museum revenue and expenses (complete for 3 most recently completed fiscal years) *

	Operating Income	Operating Expense
FY2018	<input type="text"/>	<input type="text"/>
FY2017	<input type="text"/>	<input type="text"/>
FY2016	<input type="text"/>	<input type="text"/>
FY2015	<input type="text"/>	<input type="text"/>
FY2014	<input type="text"/>	<input type="text"/>

In which of the following steps in the Continuum of Excellence has your museum participated? Select all that apply. *

- ☐ AAM membership
- ☐ Pledge of Excellence
- ☐ Standards and Excellence Program for History Organizations (StEPs)
- ☐ Collections Assessment for Preservation (CAP)
- ☐ Museum Assessment Program (MAP) – within the last 7 years
- ☐ Core Documents Verification
- ☐ AZA Accreditation
- ☐ AAM Accreditation

Museum's TIN or EIN number

ATIN (Taxpayer Identification Number) or EIN (Employer Identification Number) is a nine-digit number that the internal Revenue Service (IRS) assigns to business entities. The IRS uses this number to identify taxpayers who are required to file various business tax returns. This is a free service offered by the IRS and you can get your EIN immediately. To apply go to <https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online>.

Part II: Contact Information

Museum CEO/Director will be included as Primary Contact in all information. An additional Primary Contact may be specified.

Museum director's name *

First Name

Last Name

Museum director's title ***Museum director's email**

example@example.com

Additional primary contact's name (optional)

First Name

Last Name

Additional primary contact's title (optional)**Additional primary contact's email (optional)**

example@example.com

Board chair's name *

First Name

Last Name

Board chair's title (primary affiliation) ***Board chair's organization (primary affiliation) *****Number of years the Board chair has served on your museum's board *****Governance Committee chair's name ***

First Name

Last Name

Governance Committee chair's title (primary affiliation) ***Governance Committee chair's organization (primary affiliation) *****Number of years the Governance Committee chair has served on your museum's board ***

ex: 23

Part III: Museum Leadership and Board Information

The following museum and board demographic and governance information will be used to select a balanced and complimentary Museum Community of Learning cohort. Individual museum demographic and governance data is not considered a “positive” or “negative” in the application process.

Which one of the following best describes your museum’s governance? Note: if your museum has a parent organization, please indicate the nature of your parent’s governing authority. *

- ☐ Private non-profit
- ☐ For-profit
- ☐ Dual
- ☐ College/University – non-profit
- ☐ College/University – for-profit
- ☐ College/University – government
- ☐ Government – municipal
- ☐ Government – county
- ☐ Government – state
- ☐ Government – federal
- ☐ Government – trival
- ☐ Dual
- ☐

Other

If you selected Dual or Other above, or if your governance structure requires additional explanation, please elaborate below.

Does your board have terms? *

- ☐ Yes
- ☐ No

If yes, does your board have term limits? *

- ☐ Yes
☐ No
☐ N/A

Which of the following standing committees does your board have? Select all the apply. *

- ☐ Audit
☐ Development/Fundraising
☐ Executive
☐ Finance
☐ Governance
☐ Nominating
☐ Nominating and Governance (combined)
☐ Programs/Collections/Exhibitions-related
☐ Other

Frequency of full board meetings *

e.g., monthly, quarterly

List the next 3 upcoming full board meeting dates *

Please share all dates available, through December 2021

How many total individuals does your museum have in the following categories? *

	Total #
Board members	<input type="text"/>
Senior staff (director + any direct reports)	<input type="text"/>
Full-time staff (includes senior staff)	<input type="text"/>
Part-time staff (includes senior staff)	<input type="text"/>

Gender: How many total individuals does your organization have in the following categories? *

	Board members	Senior staff
Female	<input type="text"/>	<input type="text"/>
Male	<input type="text"/>	<input type="text"/>
Non-binary/third gender	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>
Individual(s) decline to state	<input type="text"/>	<input type="text"/>

Race/Ethnicity: How many total individuals does your organization have in the following categories? *

	Board members	Senior staff
American Indian or Alaskan Native	<input type="text"/>	<input type="text"/>
Arab/Arab-American	<input type="text"/>	<input type="text"/>
Asian/Asian-American	<input type="text"/>	<input type="text"/>
Black/African American	<input type="text"/>	<input type="text"/>
Hispanic/Latino/Latina/Latinx	<input type="text"/>	<input type="text"/>
Native Hawaiian or Pacific Islander	<input type="text"/>	<input type="text"/>
White/Caucasian	<input type="text"/>	<input type="text"/>
Multi-racial or multi-ethnic (2+ races/ethnicities)	<input type="text"/>	<input type="text"/>
Individual(s) decline to state	<input type="text"/>	<input type="text"/>
Other	<input type="text"/>	<input type="text"/>

Part IV: Diversity, Equity, Accessibility, and Inclusion (DEAI) Information

In the past 12 months, has your museum's senior leadership team had discussions explicitly related to DEAI (around any aspect of museum/institution operation, programs, staff, audience, etc.)? *

- ☐ Yes
- ☐ No

In the past 12 months, has your board had discussions explicitly related to DEAI (around any aspect of museum/institution operation, programs, staff, audience, etc.)?

*

- ☐ Yes
- ☐ No

Has your board done any of the following? Select all that apply.

- ☐ Agreed that it is important to advance the level of board diversity and incorporate diversity into the organization's core values
- ☐ Made explicit and discussed the values and benefits of expanding diversity of the board, and the disadvantages of not doing so
- ☐ Evaluated & modified recruitment efforts specifically to reach potential members from diverse backgrounds
- ☐ Conducted diversity/inclusion training for board members
- ☐ Modified policies & procedures to be more inclusive
- ☐ Developed a detailed plan of action for the board to become more inclusive, including measures of progress
- ☐ Encouraged resources be allocated to support recruitment of diverse board leaders and to inspire board service

Tell us more about your museum board's strategies to address diversity (if any). Select all that apply.

- ☐ We track demographic information of the board
- ☐ We track retention across demographic categories
- ☐ We have a diversity plan
- ☐ We have a diversity policy
- ☐ We have a written diversity/inclusion statement
- ☐ We track diversity of vendors
- ☐ We have a diversity/inclusion committee
- ☐ We have a chief inclusion officer, director of inclusion, or other position dedicated to diversity/inclusion
- ☐ We conduct diversity/inclusion training
- ☐ Diversity/inclusion is in our strategic plan
- ☐ Other

What are the greatest barriers to your board achieving its diversity goals and/or a board that best reflects your community/audience? (300 word limit) *

0/300

How will having a more diverse and inclusive board benefit the work of your museum? (300 word limit) *

0/300

How do you hope your participation in Facing Change will benefit your museum? (300 word limit) *

0/300

Part V: Letter of Support

To complete your application, please upload a letter of support signed by the museum's director and either the board chair or governance committee chair indicating the institution's and the board's support of its participation in Facing Change and commitment to the requirements outlined. If you would like to upload multiple letters rather than consolidating the signatures on one letter, then please combine the documents and upload them as a single file.

Letter of Support *

Browse Files

Submit