

The Heritage Alliance and British Council Global Travel Grant Scheme 2018-19

This template is designed to help you write a report on your international visit. We recommend you read this template and make notes during your visit to make it easier to write a report on your return to the UK.

In addition to the report after your visit, we also require you to write one blog entry for the Heritage Alliance and British Council website during your visit, and supply one or more images to illustrate your blog entry (recommended image size 2,560px wide). We recommend that blog entries are approximately 500 words. You may also be invited to present your project at the next Heritage Alliance international event.

The blog entry, final report and images should be sent to Joe O'Donnell, the Heritage Alliance Policy and Communication Officer at Policy@theheritagealliance.org.uk

REPORT TEMPLATE

Part 1:

Organisation:

Name:

Job title:

Country travelled to:

Specific region or cities travelled to:

Organisation(s) visited:

Dates of visit:

Part 2:

1. Original purpose of the visit: (max. 200 words)
2. People, organisations, projects of relevance to your organisation/ project that you encountered during your visit: (max. 200 words)
3. Summary of the visit, including what went well and what was challenging: (max. 250 words)

4. Experience and knowledge gained, with particular focus on how this experience and knowledge will benefit your organisation: (max. 200 words)
5. Top tips for other heritage professionals working internationally, based on the learning gained during your visit: (max. 200 words)
6. What are the next steps you are going to take following the visit, and what resources/ support might you need in order to successfully realise your ideas?: (max. 250 words)
7. In one sentence, please summarise the impact the visit has had on your organisation and the organisation(s) you visited:
8. In one sentence, please summarise the impact the visit has had on you personally:
9. Quote from your Director / Trustee / senior staff member on the benefit and impact of your international visit on your organisation:
10. Following this international experience, how likely is it that your organisation will fund another international visit in the next 12 months from 1 to 5 (1 = very unlikely, 5 = very likely)?
11. Will there be any follow up to this visit (e.g. jointly paper writing, online community building, future project applications, formal partnership formed, etc.)? (max. 150 words)

Images

Please supply at least three images from the visit. Please send high resolution images as jpeg files (recommended size: 300 dpi, min. 21 cm wide).

Image 1 file name Credit Line

Image 2 file name Credit Line

Image 3 file name Credit Line