



International Congress of Maritime Museums Global Maritime Histories: Case Studies for Change

Phase Two: Grant Guidelines (2026-2028)

Introduction

The 'Global Maritime Histories: Case Studies for Change' Project (GMHP) was established in 2023 and provides funding support to International Congress of Maritime Museums (ICMM) member organisations caring for maritime heritage. GMHP is funded through a grant from the Lloyds Register Foundation (LRF) and managed by ICMM with the support of the Lloyds Register Foundation. The vision for the project is to leverage the expertise and collections of maritime heritage institutions to provide historical context for challenges currently facing maritime industries, build capacity in the global maritime heritage community, and support the local voice in a global context.

Objective

The objective of the GMHP is to support three research and public engagement strands over the course of the Project. These are:

- Map, develop and support an international network of maritime museums so that the local voice can be heard in a global context of marine environment and maritime safety issues (ICMM network development).
- Enable ICMM's maritime museum network to encourage ocean literacy and citizenship in their visitors worldwide, and to support the network to speak with one voice locally on these and other issues (Ocean Literacy Development).
- In the context of contemporary challenges facing maritime industries, to equip policy stakeholders with researched case studies of past successes and lessons learned to help guide informed future decision making (Past to Present Studies).



Section One: Phase Two Application Guidance

Applications for Phase Two project funding will follow a two-stage process beginning in October 2025 with a call for Expressions of Interest (EOI) to ICMM Members. Selected candidates from the EOI round will then be invited to submit detailed applications in March-April 2026.

ICMM seeks applications for grants for Phase Two of this multiyear programme (2026-2028), to be disbursed from June 2026. Available Grant Funds for Phase Two are £200,000. Suggested grant allocations are £15,000 to £50,000 for any one approved project. If your proposed project is under £15,000, please contact the Project Manager to discuss your needs. ICMM's SmartyGrants Portal will manage all aspects of this process, with evaluations conducted by the GMHP Steering Group.

Eligibility

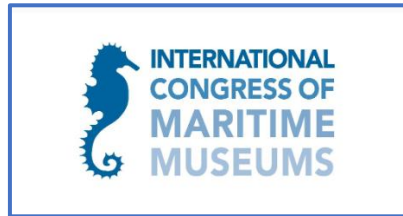
Applicants for funding must be from an existing ICMM member organisation, or group of organisations, or an aspiring ICMM member (e.g. an emerging maritime heritage association). Joint submissions are encouraged with one or more ICMM organisations, and applicants may apply for more than one project, although each organisation is only eligible for one GMHP project grant per project phase.

Please note that organisations based in the United Kingdom may only apply if part of a collaborative group, not in their own right. Please ask for further guidance if you are unsure.

Applicants must be able to demonstrate that their organisation is a registered charity or not-for-profit organisation. Applicants must be able to demonstrate financial viability in the online application.

Funding is available for two types of projects:

1. **Historical or contemporary research:** These projects can be stand-alone within the local community (e.g. via interviews, oral histories). Key themes of interest are as follows:
 - a. Maritime safety, including the development of ship design, safety equipment and efforts or cooperative projects among two or more institutions, drawing on the collections and archives of the museums involved, or on the lived experiences of that practice, and navigation.
 - b. Mariners, including demography, recruitment, training, life, and safety at sea.
 - c. Maritime and coastal communities, including resilience (past and present) to climate change impacts, e.g. sea level rise, sustainability of fisheries, ocean health and sustainability.



Section One: Phase Two Application Guidance

Funding is available for two types of projects cont...

Historical or contemporary research:

- d. Sustainable maritime decarbonisation, examining earlier energy transitions (sail to steam, coal to oil, plus associated shore-based technology and labour e.g. docks, infrastructure that supported this, with an emphasis on the human experience and safety of these transitions) to develop insights that can provide context to the current transition from fossil fuels to renewable energy sources.
- e. Black reefs and potentially polluting wrecks and their impact on the marine environment.
- f. Increased levels of ocean literacy amongst museum visitors and audiences.
- g. Building and raising awareness of sustainability, safety issues at sea and solutions to maritime challenges.

NB. If you have an idea for a research project that falls outside the above themes, please contact the GMHP Project Manager to discuss.

2. **Maritime cultural heritage network development:** These projects can connect existing or prospective ICMM members or expand membership through any or all of the following forms of programs:
 - a) Knowledge-sharing workshops.
 - b) Conferences.
 - c) Network development to discuss subjects of interest relating to maritime heritage to a wider region. These projects will normally be cooperative efforts among multiple organisations, with one organisation leading and managing the receipt, disbursement, and accounting of funds.
 - d) Cultivation of strong partnerships between ICMM members and non-affiliate members around the world, expanding the global network and increasing presence.
 - e) Deepening of engagement with partners as well as local communities and policy makers.

Both types of projects should ideally comprise an element of **public engagement**, which might be through museum programmes such as public talks, displays, online activity (blogs, webpages) or other means.

You will be able to apply for funds for this element of the project, as well the research or networking elements.



Section One: Phase Two Application Guidance

Examples of eligible costs

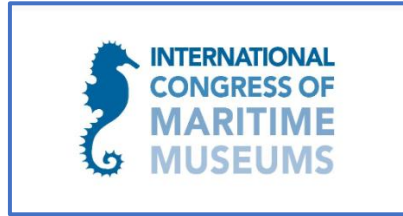
- Workshops or public engagement programmes and participant travel, accommodation, and subsistence.
- Workshops or public engagement programmes and talks: catering, e.g. refreshments and lunches.
- Workshops or public engagement programmes and talks: speaker or moderator or participant fees. (Please note that if your project will be working with First Nations or other community groups, we recommend the ethical practice of always paying a participant fee and travel expenses for participation in any project.)
- Costs for digital outputs e.g. online content development.
- Salaries and associated employment costs for researchers and other staff hired to work on the project.
- Costs associated with physical displays.
- Digital: web development.
- Purchase of equipment, e.g. computer hardware or software, where this is essential to the project.

NB. This list is not exclusive. Please consult the GMHP Project Manager if you have specific queries outside these examples.

What will not be funded

- Costs of salaries of existing employees.
- The acquisition of collection items.
- Publishing projects where access rights are limited or restricted by the owner of those rights.

Duration and delivery of projects: While project duration is not stipulated, they must be developed and delivered between June 2026 and March 2028.



Application Process

ICMM is using an online software portal – the SmartyGrants grants management system - for all stages of the program cycle, from EOI, application, monitoring and reporting of grants.

To apply, follow the link from ICMM's website: [ICMM Global Maritime Histories Project – International Congress of Maritime Museums](#)

You will need to create a SmartyGrants account for your application – full details are on the website.

EOIs submitted will receive an automatic acknowledgement and a GMHP application number, which must be quoted in all future correspondence. Should you be invited to submit a detailed application, details previously provided will be drawn into the application document. This will focus on project timing, milestones, projected outcomes and details of financial income and expenditure.

When completing your EOI and any subsequent grant application documents online, remember to save regularly during data entry, to avoid losing any data. This is particularly important if you are using a slow internet connection.

If you experience technical difficulties in completing your online application, in the first instance please refer to the Help Guide for Applicants which is available through the following link: <https://applicanthehelp.smartygrants.com.au/help-guide-for-applicants/>

Should you require further assistance please contact the SmartyGrants support desk via email: service@smartygrants.com.au.

For other information regarding GMHP or to discuss your application, contact the GMHP Project Manager **Felicity Ferguson** via email: icmm.gmh.pm@cantab.net

The GMHP Project Manager will respond to your query and if required, contact your organisation to discuss in more detail.

Submissions must be received by the nominated closing date and time:

- **EOI - 23.59 GMT – Sunday 30 November 2025**
- **Detailed applications (by invitation only)**
23.59 GMT – Thursday 30 April 2026



Important Phase Two Dates (2025-2028)

Briefing and Information Cycle

Several online briefing and information sessions are proposed for early November 2025 for those preparing and submitting an EOI. Dates and timing will be announced through ICMM's Members Newsletter and on ICMM's website.

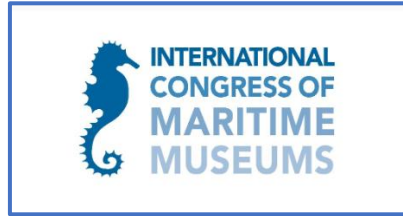
Application Cycle

Stage One	Expression of Interest (Online application via SmartyGrants)
October 2025	Applications open
30 November 2025	Applications close
February 2026	EOI outcomes advised and invitations to apply for grants issued

Stage Two	Full Applications and Awards
March – April 2026	Full applications submitted
May – June 2026	Applications reviewed by the PSG
May 2026	PSG confirms projects and makes funding recommendations to ICMM's Executive Council (EC)
May - June 2026	EC Sign-off meeting (meeting date TBC)

Project Delivery Cycle

June 2026	Project offers and agreements finalised
July 2026	All commencement funding transfers made
August 2026	Regular update 'clinics' with Project Manager commence
31 May 2027	Mid-term progress reports due
April 2028	Project delivery finalised
April - May 2028	Projects conclude and completion reports submitted
June 2028	Final payments made



Project Assessment

Criteria

Projects will be evaluated using the following criteria:

- Alignment with the proposed themes.
- Quality of the project in terms of its aims, content, rationale, and likely benefit to wider public audiences.
- Evidence of effective planning, appropriate management, and financial administration.
- Demonstrated viability of the organisation and the proposed project.
- Achievability of the project aims within the timescale and the funding requested.
- Appropriate endorsement from your organisation's Director or similar role.

Project funding duration is from **July 2026 to the end of June 2028**. Funding cannot be used for costs incurred outside these dates.

Assessment process and timetable

Applications will be assessed by the GMHP Project Steering Group, which comprises representatives from ICMM's Executive Committee and Lloyds Register Foundation.

The Project Steering Group's assessment decisions are final.

Based on the Project Steering Group's decision, applications will be short-listed and ranked, and recommendations for funding will be made. Funding will be awarded to as many of the highest-ranking applications as funds will allow.

Subject to the availability of funds and the recommendations of the Project Steering Group, partial funding of the amount requested may be awarded.

ICMM may offer an award of funding subject to a modified project outcome, as requested or suggested by the Project Steering Group.

Information about the status of applications will not be released until all applications have been assessed and final decisions reached.

All applicants will receive written notification via email of the outcome of their applications no later than 1700 GMT, 30 June 2026



Section Two: Post-Award Grant Management and Terms and Conditions

Once notification of a funding award has been made, full paperwork will be forwarded (including comprehensive Terms and Conditions), which will include the following information:

Formal Acceptance

All successful applicants (“Recipients”) will be sent an Offer Letter from ICMM detailing the terms and conditions of the grant. Recipients must complete a Funding Agreement Form via the online grants management system SmartyGrants. Payment cannot be made until ICMM receives a signed copy of the Agreement. The signed copy must be received by ICMM within fifteen (15) business days of the date of the Offer Letter or withdrawal of the funding may occur without further notice.

Management of Funds

The Offer Letter, banking details, and Declaration Form will be completed through the online SmartyGrants platform. On receipt of your completed payment documentation and a signed Offer Letter, commencement grant payments will be made by 31 July 2026.

The value of grants will be in British Pounds Sterling but will be made to recipients’ nominated accounts in Euros from ICMM’s Treasury in The Netherlands.

Once grants are approved, funds will be transferred via three payments:

- Payment One: 40% (on submission of funding agreement document).
 - Payment Two: 40% (on submission and approval of mid-term report).
 - Payment Three: 20% (on submission and review of final report).
- (NB. Unused funds will be deducted from the final payment.)

Project monitoring and reporting

The GMHP Project Manager will schedule regular online catch-up sessions or ‘clinics’ with applicants to monitor and support the projects and provide guidance. Grant recipients are expected to attend these sessions.

Recipients must provide monitoring reports as and when scheduled by the GMHP Project Manager at the middle and end of the project. The reports will be submitted via the SmartyGrants platform. ICMM reserves the additional right to ask for interim reports.

Recipients must maintain an up-to-date financial schedule during the lifetime of the project and retain records of expenditure (including receipts) for project costs, in case of the need for an audit.



Section Two: Post-Award Grant Management and Terms and Conditions

Project monitoring and reporting CONT...

Mid-Term Progress Report: All projects will be required to submit a mid-term progress report by **31 May 2027**. The mid-term progress report provides an opportunity to review progress and discuss any changes to timing for delivery of agreed milestones and changes to expenditure. This will be preceded by a virtual update meeting with the Project Manager.

Final Submission – Project Completion Report: Recipients must provide a full written final report on the project or course attendance, including a financial statement (see below for full details). All projects must be delivered by **30 April 2028** and the **Project Completion Report** submitted no later than **31 May 2028**.

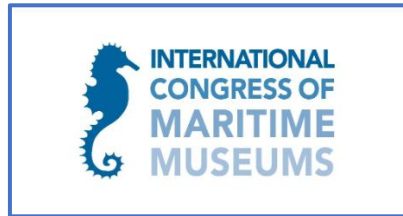
The Project Completion Report:

The project completion report will be submitted through SmartyGrants using the online form.

The report must contain:

- A description of the project activities, as completed.
- A photographic record of the project or course participation where appropriate.
- An evaluation of how the objectives of the project or course participation were achieved.
- An assessment of the value of the funding to the project.
- A financial statement detailing the total cost of the project or course participation, how the funding was used, and details of any funding provided by other organizations. This must include copies of receipts for project or course participation costs.
- A publicity and media report that details formal acknowledgement of the ICMM and LRF Global Maritime Histories Project in relation to the project (refer also to 'Acknowledgement and Publications' section below on page 11).
- Copies of any documents, media files or software commissioned under the GMHP grant as required in the letter of offer.

Failure to supply documentation may result in the grant being terminated (refer also to 'Termination of Funding', page 11). The completion date of projects will be determined in consultation with the Recipient.



Section Two: Post-Award Grant Management and Terms and Conditions

Project monitoring and reporting **cont...**

Accountability

GMHP funding is made possible through philanthropic support from Lloyds Register Foundation. Funding recipients are accountable to ICMM for the correct use of the funding provided.

Failure to comply with the set funding conditions may result in future funding requests being declined, and review of the applicant's ICMM membership, unless mitigating circumstances are provided.

Applicants are expected to comply with the requirements of all relevant legal, tax, employment, and ethical compliance regulations within their national jurisdiction, including working with children, for example. ICMM is not responsible for breaches of compliance in national jurisdictions.

Taxation and Sales Tax

Successful grant applicants are responsible for paying any taxes that may be required through your organisation's administration.

You will need to include any such taxes in your project budget.

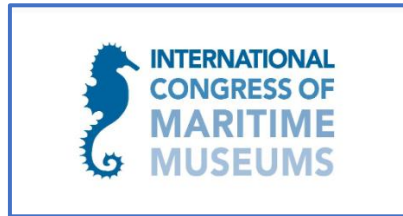
ICMM is not responsible for underwriting payments which grant recipients may be responsible to cover under local/regional/national laws.

Use of Funds

Projects must be completed as outlined in the original application, or where applicable as modified by ICMM by mutual agreement.

- Funds cannot be used for the payment of salaries and wages or to pay for services provided by a person who holds an existing position with the recipient organisation.
- Funding cannot be used for the acquisition of collection objects.
- Funding can only be used for projects delivered and completed by 30 April 2028.
- **Funds must be expended and project delivery completed by 30 April 2028.**

The final funding payment (20%) is withheld until submission of the Project Completion Report, due no later than 31 May 2028. If at the completion of the project any funds remain unspent, ICMM will make a deduction of that amount from the final payment. In exceptional circumstances, approval may be given based on a written proposal for the funds to be used to extend the original scope of the project.



Section Two: Post-Award Grant Management and Terms and Conditions

Project monitoring and reporting CONT...

Variations to an Agreed Project

ICMM will detail the terms and conditions in the **Offer Letter**, including any required modifications to the original project application. ICMM may require copies of documents, files (e.g. video and photographic) and software commissioned under the GMHP grant to be submitted with the final report.

Any significant alteration to the original application must be approved by ICMM. Such changes to the details of the approved project must be agreed to in writing by ICMM before any grant money can be allocated toward it.

The Project Manager will assist in determining necessary documentation, which may include completion of a *Project Variation Request Form* through the SmartyGrants Grant Management Portal.

Termination of Funding

Funding may be terminated by ICMM in writing if the conditions of the funding are not observed. If funding is terminated, the recipient undertakes to return any unspent funds to ICMM within 30 days.

Advocacy and Promotion

After the project is completed, recipients will be requested to provide a short description of their project for ICMM's website and for use by ICMM in other publications.

ICMM reserves the right to undertake other evaluation of the GMHP projects, as it sees fit, e.g. a short survey.

ICMM will require copies of documents, files (e.g. video and photographic) and software commissioned under the GMHP grant to be submitted with the final report to increase accessibility for the purposes of recordkeeping, education, exhibitions, advertising, promotional materials, online usage, and for research and study.

ICMM staff or the Executive Council may visit sites where GMHP projects are happening or have been carried out. ICMM may use details of projects in any of its publicity. ICMM has the right to publicise the project, including the right to request and reproduce written/pictorial content for promotional/non-commercial purposes.

Acknowledgment and Publications

The recipient undertakes to ensure Lloyds Register Foundation and ICMM are formally acknowledged in all media and publicity relating to the project. In all publications, promotional material and activities relating to the funded projects, recipients must acknowledge the financial support it has received from ICMM. The appropriate acknowledgement is: 'The Global Maritime Histories: Case Studies for Change initiative is funded by the Lloyds Register Foundation and managed through the International Congress of Maritime Museums.'



Section Two: Post-Award Grant Management and Terms and Conditions

Further Enquiries

For further information and/or assistance with completing an application, please contact the GMHP Project Manager Felicity Ferguson:

International Congress of Maritime Museums

Telephone: +61 459 642 1587

Email: icmm.gmh.pm@cantab.net

Website: [ICMM Global Maritime Histories Project – International Congress of Maritime Museums](#)