**SCA Education Coaching Programme 2020-21 application form**

Please complete the following details.

Organisation name:

Key Contact:

Email address:

Phone number:

The Scottish Council on Archives take your privacy seriously. We are committed to respecting and protecting any personal information you share with us. To learn more about how we collect, store, use and disclose information about you when you interact with us, in any manner, via our website and/or our services, please click here.

Please confirm your contact preferences:

I would prefer to be contacted by email

I would prefer to be contacted by telephone

Please complete the following questions:

1. What education and outreach work does your service currently offer, and what do you think are the development needs? (max 300 words)
2. What assistance would you like from SCA to develop your general education and outreach programme, or a specific project? (max 200 words)   
   *Please be as specific as possible, e.g. identifying viable sources to create education activities, assistance in using online tools, devising activities for school groups, developing new community projects.*
3. What difference will this assistance make to your work and professional development as an archivist?
4. How will the outcomes of this project or activity make a difference to your archive service and intended audience? (max 200 words)
5. Who within your service will be involved in the development and delivery of education and outreach work?
6. Beyond the period of support offered by SCA, how will you ensure the delivery of this work? (max 200 words)
7. How do you plan to evaluate your activity or project? (max 200 words)   
   *(e.g. gathering feedback from workshop participants, collecting quotes, participant numbers, images)*

If you are successful in your application, please confirm that you will agree to submit a short case study to SCA by June 2021.

Please send your completed application to [contact@scottisharchives.org.uk](mailto:contact@scottisharchives.org.uk).