**Setting your baseline**

**Please use this form to understand where you are at on your sustainability journey:**

**Your name:**

**Name of your museum:**

**What is your role at the museum?**

**What are your other responsibilities at your museum?**

Volunteer

Staff member

Board member / Trustee

Curatorial / Collections Care

Education

Marketing / publicity

Fundraising / development

Events

Exhibitions

Building maintenance

Cafe

Shop / Retail

Health & Safety

Strategic / Policies / Accreditation

Administration

Front of House / Operations

Other:

**Please select what best describes your museum (check all that apply)**

Small

Medium

Entirely volunteer run

Up to two members of full-time staff

Up to five members of full-time staff

More than five members of full time staff

One or more member of the team are tasked with improving sustainability

Other:

**Where are your visitors from?**

Local

National

International within Europe

Overseas

**In 1-2 sentences please describe your institution or work.**

For example, are you a conservation lab specialising in ethnographic collections or a science museum working with exhibitions and outreach programs but not collections?

**Please briefly describe your building (if applicable)**

For example, do you work in a small historic building or a large modern complex or is all of your work remote?

**Do you have specific goals or targets in place for your museum?**

**Which sustainability topics are you/your organisation most interested in to start your journey?** Please rate the following topics according to priority level. 1 = not a priority right now, 5 = highest priority.

Sustainability strategic planning

Building a sustainability project

Sustainability policies

Climate change education and communication

Environmental sustainability

Energy consumption reduction/efficiency

Waste management and reduction

Materials/alternatives for exhibitions, conservation labs, etc.

Water management

Accessibility

Diversity and inclusion

Equity

Social justice and human rights

Social sustainability

Decolonization

Sustainability strategic planning

Building a sustainability project

Sustainability policies

Climate change education and communication

Environmental sustainability

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Water management

Accessibility

Diversity and inclusion

Equity

Social justice and human rights

Social sustainability

Decolonization

**What are your museum's motivations for becoming more sustainable? Why are you taking part in this project?**

**In your own words, where are you (or your museum) currently at in your journey? What have you already done and what successes can you build on?**

**Do you already have a team member tasked with sustainability?**

**Yes**

**No**

**No - but we want to nominate one!**

**If so, what is their role?**

**Is sustainability included in your museum's role descriptions?**

ie. supporting cycling to work or reusing exhibition components or working from home

**Do you have support to learn more about sustainability (attend meetings/trainings, action execution, data collection, research, communications, etc.) as part of your role?**

Yes

No

Other:

**Do you currently track your energy, water and waste? This can be recorded by taking readings or looking at the bills from your suppliers.**

**Have you done any carbon calculations or energy audits before? Have you done any waste audits before? If so, please briefly describe methods and results.**

**Does your museum participate in any carbon offset programs or offset any of their emissions? If so, which ones?**

**Has your museum identified areas of improvement that you wish to engage with in your sustainability journey? What are your priority areas? If so, please briefly describe.**

**Do you already have an organisational action plan/strategic plan? (Often part of an Accreditation return).**

Yes

No

No - but we want to make one!

**Do you have sustainability policies? Which sustainability policies do you have in place? (This can include specific policies for sustainable practice, or can include sustainability language into existing policies) Please select all that apply:**

Sustainability Policy / Environmental Policy / Net-Zero Policy

Mission & Vision Statement

Collections Care

Transportation and Mobility

DEAI - Ethics

Loan Agreements

Third Party/Procurement

Climate Change Statement

Waste Policy

Meetings & Events Policy

Other:

**Is your museum in partnership with other organisations, government bodies, or social actors with common sustainability goals? If so, please provide a short description of the partnership(s) and its/their aims.**

**Does your museum have an allocated budget for sustainability?**

**Yes**

**No**

**Not sure**

**Other:**

**What are the biggest opportunities your museum sees looking forward?**

**What might be some potential roadblocks or challenges?**

**What are your personal motivations for becoming more sustainable?**