

What is CAP?

For twenty years, the Conservation Assessment Program (CAP) has assessed the collections and historic structures of small and mid-sized museums.

CAP is a technical assistance program for museums comprising:

- a two-day site visit conducted by a professional conservator who examines the policies, procedures, and environmental conditions affecting the care and preservation of collections and facilities
- a two-day site visit conducted by a historic structure assessor for museums in historic buildings 50 years or older
- a written report outlining priorities to improve the care of the collections and historic structures.

CAP supports assessor professional fees, travel costs, and on-site expenses. If the assessment costs exceed the CAP allocation amount, the museum is responsible for the difference.



Historical Society of Berks County
Museum and Library
Reading, Pennsylvania



Adkins Arboretum, Ridgley, Maryland

Why apply for CAP?

A current general conservation assessment is considered a vital document for all museums aiming to uphold best practices with regard to their collections. The CAP assessment report helps museums to:

- improve collections care
- prepare both short and long-range plans for achieving preservation goals
- strengthen their ability to receive further funding for conservation projects
- make the case to stakeholders for the preservation of collections and historic structures.

“Our CAP reports were the building blocks for long-range planning for the care of the museum’s collections and buildings.”

– Louise Howard, Chief Curator,
Naper Settlement/Naperville Heritage Society,
Naperville, IL

Who is eligible for CAP?

All types of museums, from art to zoo, are eligible provided that all their collections and structures can be assessed within two days. Applicants must also:

- be a not-for-profit institution or a unit of local or state government
- care for, own, or use tangible objects and exhibit them on a regular basis
- be open to the public at least 90 days a year
- have at least one full-time paid or volunteer staff person or the equivalent
- be located in a U.S. state or territory.

Museums with living collections, such as zoos, nature centers and botanical gardens, may participate by having both their living and non-living collections assessed.

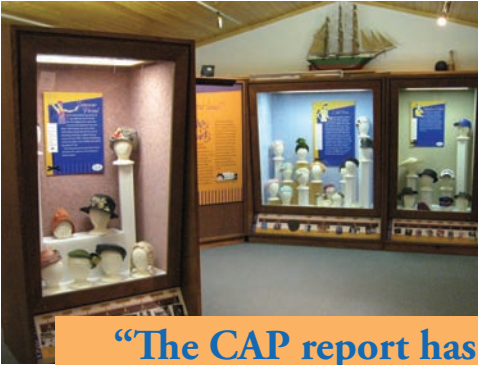
Museums that previously participated in CAP more than seven years ago may be eligible to update their assessment.

To learn more about eligibility, visit www.heritagepreservation.org/CAP, e-mail CAP at cap@heritagepreservation.org, or call 202-233-0800.



Radio & Television Museum
Bowie, Maryland

North Berrien Historical Society
Coloma, Michigan



“The CAP report has been invaluable to our strategic planning and for fundraising for collections care and building improvements.”

– Alexander Gates, Director/Curator,
North Berrien Historical Society,
Coloma, MI

Macedonian Museum
Fort Wayne, Indiana



“CAP was immensely helpful for planning the care and growth of our museum. We couldn’t have asked for better assessors!”

– Andrea Alusheff, President, Macedonian
Patriotic Organization, Ft Wayne, IN

In early September, the CAP application form is made available online at www.heritagepreservation.org and is also mailed to museums on CAP’s mailing list. Completed applications are accepted until the postmark deadline of December 1st.



For more information and to request an application for the Conservation Assessment Program call 202-233-0800 or e-mail cap@heritagepreservation.org



Heritage Preservation

The National Institute for Conservation

1012 14th Street, NW, Suite 1200
Washington, DC 20005
202-233-0800
www.heritagepreservation.org

The Conservation Assessment Program



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