Call for Proposals or Recommendations

We invite proposals from museum, gallery, archive, cultural heritage and exhibition professionals, researchers, and practitioners to share projects, case studies and research relating to the management of collections and exhibitions for inclusion in the UK Registrars Group annual events.

Suggested topics include but are not limited to:

- Public programs – loans, exhibitions, or touring projects
- Collections management systems, databases, migrations and other tech solutions
- Collections development – acquisition, disposals, returns or repatriations
- Collections moves, decants, audits or storehouses
- Sustainable innovations within registrar practices
- Emergency preparedness and incident management
- Accessibility, inclusion and audience considerations
- Lessons learned from complex or large-scale projects

Submission requirements

Applicants should submit:

- **Title:** up to 20 words
- **Abstract:** 250 words
- **Short biography:** up to 150 words
- **Format:** presentation, case study, workshop or panel proposal
- **Optional:** images, project documentation or supporting references

Applications should be submitted to the events team via email at events@ukregistrarsgroup.org

Selection process

- **Eligibility check**
  Confirm that the proposal meets the suggested topics, format and submission requirements.
- **Initial review**
  Reviewers independently assess proposals against agreed criteria.
- **Assessment criteria**

- Relevance to Registrar/Exhibitions Management — **30%**
- Quality and clarity of the proposal — **20%**
- Practical value or transferable learning — **20%**
- Originality/innovation — **15%**
- Evidence, methodology or project outcomes — **10%**
- Diversity of perspectives and programme balance — **5%**

- **Panel moderation**
  Reviewers discuss proposals where scores differ significantly and agree the final programme.
- **Conflict-of-interest check**
  Reviewers must declare conflicts and should not assess proposals where they have a personal or professional conflict.
- **Notification**
  Applicants receive an acceptance, conditional acceptance, or rejection notification, with a brief explanation where appropriate.

Selection principle: The process should be transparent, consistent and evidence-based, with the same published criteria applied to all eligible submissions.

Recommendations

We welcome recommendations for speakers to our UKRG events. If you have heard a talk that you think would be particularly important for our membership to hear, please do let us know.

If you have any questions or want to get in touch, please contact the events team at events@ukregistrarsgroup.org