**Application for a Project Grant**

**Note:** Grants are made to enable the holder to carry out their own project. The Society ***is not an employer,*** and the holder is responsible for their own insurance and any other liabilities that may arise from their activities. They are also responsible for obtaining any necessary permissions and consents (e.g. for working on private property or in a nature reserve or protected area). You should indicate that these have been given or requested, if needed, in your account of the project. In signing the application form, you agree to these terms and those detailed on the Society’s website. Please read the additional notes to each section at the end before completing the form.

Return the completed form and any attachments to the Hon. Secretary (secretary@conchsoc.org). The closing date for applications is 1st November each year.

**Personal details** (see Note 1)

|  |  |
| --- | --- |
| Name: |  |
| Address (residential or professional) |  |
| Contact e-mail: |  |
| Present occupation: |  |

**Project details** (see Note 2)

|  |  |
| --- | --- |
| Title (10 words): |  |
| Aim/s (100 words):  |  |
| Method, with timetable (500 words): |  |
| Intended outcomes (100 words): |  |
| Contribution this would make to CS objectives (100 words): |  |
| Dissemination plans (if appropriate) (100 words): |  |

**Funding requested** (see Note 3)

|  |  |
| --- | --- |
| Total amount, converted to £ sterling if necessary: |  |
| Details and reasons: |  |
| Other funding? |  |

**Personal referees** (see Note 4):

|  |  |
| --- | --- |
| Referee 1: name, e-mail address and relationship to applicant  |  |
| Referee 2: name, e-mail address and relationship to applicant |  |

|  |  |
| --- | --- |
| **Signature and Date:**  |  |

**Note 1.** Please attach a brief c.v. (max: 1 page) with ***relevant*** details about your education, qualifications, experience, and achievements. We ask for your present occupation merely to get a feel for who applies; we are keen to encourage amateurs. Students are welcome to apply, but they should make the distinctive nature of their project clear. Please see the Society’s website for more details. An email address ***must*** be provided by applicants from outside Britain or Ireland.

**Note 2.** The word limits are suggestions only, but those much shorter or longer are discouraged. Feel free to add details of one or two publications relevant to your project.

**Note 3.** Please be as specific as possible. Where mileage rates for use of your own car are involved, please use rates no higher than £0.45 per mile (£0.28 per km), the standard rate at present in the UK. If you want to pay for any professional analyses, an estimate for the work you require is needed. This is a cost carried by you, and ***not paid directly by the Society.*** While we expect most projects to be self-contained, we do not exclude those that require additional funding, especially where this comes from local sources such as Conservation Trusts. We need to know if the project depends on this, and, if so, that it is available if we make an award.

**Note 4**. We need details of at least one person who knows you, and can attest to your skills and motivation. They do not have to be a professional. Make sure they have consented to act in this way.