**MARGARET AND TOM JONES AWARD**

**APPLICATION FORM**

Please read the application instructions on our website (www.sal.org.uk) before completing this form. Your application should not exceed five (5) pages. Font size should be 10 or 12 pt. Reference requests will automatically be sent online, when your application is submitted. Make sure you submit your application in plenty of time to allow your referees to respond. Referees must respond by the **15 January** application deadline.

**1. Details of applicant**

1. Name
2. Title
3. Address
4. Sponsoring organisation (if appropriate)
5. Email
6. Tel. no.

**2. Present occupation, past experience and educational qualifications**

**3. Short title and objectives of project** (Title: maximum seven words; Objectives: maximum of 100 words) A full research proposal should be provided in section 15.

**4. Overall duration of project** (with approximate dates of fieldwork/research time for the year of the application)

**5. Estimated total cost** (both overall and for the year of the application, also the minimum sum from all sources required to make the project viable). A detailed breakdown should be provided in accordance with section 16.

**6. Sum requested from the society**

**7. Other sources to which applications are being made and results where known**

**8. Minimum sum from all sources needed to make the project viable**

**9. Publication programme and method** (include plans for final publication)

**10. Details of previous grants from the society’s research funds for this and other projects** (if applicable)

**11. Details of any funded research undertaken in the past 20 years and for which publication is still outstanding** (including any that used grants from the Society’s Research Grant fund)

**12. Destination of research material** (e.g., excavation finds, transcripts, etc.)

**13. If applicable, have necessary permits/permission for excavation, etc., been granted**

**14. Details of TWO referees** (Names, addresses and email addresses)

At least one must be from outside your institution/organisation. You are responsible for assuring that your referee submits his/her reference to the Society using the online reference submission tool by the application deadline, 15 January.

**Referee 1**

1. Name
2. Address
3. Email

**Referee 2**

1. Name
2. Address
3. Email

**15. Research proposal (maximum of 2,000 words and no more than five (5) pages of A4 paper).** Summarise both overall and for the year of the application, outlining aims and the methods to be adopted, including an assessment of the contribution of the proposed project to scholarship

**16. Budget**

This should provide itemised costings for the year of the application, denoting which items are included in the minimum sum required for the project; see section 5 above (do not exceed half a page).

**17. Is this a second (or subsequent) grant for a project that has previously received the Society’s funding?**

Choose an item.

If ‘YES’ please provide a brief summary of your results to date and a statement of the expenditure that was funded by your previous grant. This may take you over the five (5) page limit.

[ ]  **I confirm that this research project does not form any part of work for a university degree.**

[ ]  **I hereby grant the Society of Antiquaries of London the right to process my personal data for the purposes of assessing this application, processing any award made and the effective management of its grant giving programme.**

**Name:**

**Signature:**

**Date:**

(You may type your full legal name in the above space to electronically ‘sign’, which will be considered binding, or you may print this document, sign it, scan it, and upload it to your computer for electronic submission)

**Upload this completed form through the website, together with your supporting document.**