**MARGARET AND TOM JONES AWARD**

**APPLICATION FORM**

Please read the application instructions on our website (www.sal.org.uk) before completing this form. Font size should be 11 or 12 pt. Reference requests will sent automatically online when your application is received. Please make sure you submit your application in plenty of time to allow your referees to respond. References must be received by the **15 January** application deadline.

**1. Details of applicant**

1. Name
2. Title
3. Address
4. Sponsoring organisation (if appropriate)
5. Email
6. Telephone number

**2. Present occupation, educational qualifications and summary of past experience** (maximum 200 words)

**3. Title and summary objectives of project** (title maximum 7 words; objectives maximum 100 words). A full research proposal should be provided in section 15.

**4. Overall duration of project and dates of fieldwork/research for the year of application**

**5. Total cost** (both overall and for the year of the application). A detailed breakdown should be provided in section 16.

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

**7. Sum requested from the Society**

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

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

**10. Details of previous grants from the Society 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 funded by the Society)

**12. Destination of research material** (excavation finds & archive, transcripts etc.)

**13. Have all necessary permits/permissions been granted** (eg for fieldwork, excavation, sampling for scientific analysis)

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

At least one must be from outside your institution/organisation. You are responsible for ensuring that your referees submit their references 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)**

Detail, both overall and for the year of the application, your research aims, methods and programme of implementation, and state the contribution of your project to scholarship.

**16. Budget**

Provide itemised costings for the year of the application indicating which items will be covered by the Society’s grant and which are included in the minimum sum required for the project (section 6 above).

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

If ‘YES’ please provide a brief summary of your results to date (maximum 300 words) and a statement of the expenditure that was funded by your previous grant.

[ ]  **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.**