

Guidelines for Applying for a Grant from The Alice McCosh Trust

The Alice McCosh Trust offers grants for work or study related to natural history and/or the environment.

The Trust will award one-off grants in the region of £300 to £1000. The grant could, for example, cover the cost of a school field trip or project, an expedition as part of a research project or the development of new teaching materials for schools or institutes of higher education.

Eligibility Guidelines/Conditions

- Applicants can be any age
- Applicants can be any nationality but preference will be given to individuals from Scotland, England or Turkey
- Applicants must begin their work within 12 months of receiving the award
- Projects involving joining an existing commercial organisation on a pre-paid tour or expedition will not be considered

Application Guidelines

Applications should be concise (no more than four typed pages) and must include at least the following information:

- Full contact details including e-mail address
- A brief description of you and your organisation or school
- A description of the project/expedition/trip for which you are seeking a grant and how this fits in with the Trust's objectives
- Location of fieldwork if relevant and method of travel
- Start and finish dates
- A breakdown of the costs of the project/expedition/trip (if you are not applying for the total cost of the project, you will need to show where the rest of the funding will come from)
- The amount of grant you are requesting
- Contact details for two referees
- How you found out about the Trust (full details of website or database).

Application Procedure

There will be a single round of applications every year. Applications, including two referee statements (see page 2) must be received between 1st October and 30th November.

Applications should be submitted *by email* to the Trust Secretary (contact details below) together with any supporting documents. All correspondence must be via e-mail.

The Request for Referee Statement should be sent to two referees and both your referees should then submit the statement to The Trust Secretary by 30th November. *It is the applicant's responsibility to ensure that the references are sent direct to the Trust Secretary by the deadline.*

Acknowledgement of receipt of applications will be made by e-mail after the deadline.

Applications will be assessed by the Trustees. Award winners will be notified by e-mail within three months of the closure date.

Follow Up

In accepting the award successful applicants agree to:

- acknowledge the award of the grant in any written work or publications that arise out of the project.
- provide the Trust with a short written report (2-4 pages) of the project, together with photographs which can be used on the Alice McCosh website. This must be provided within three months of completion of the work.

Contact Details

The Trust Secretary:

info@thealicemccoshtrust.org.uk
www.thealicemccoshtrust.org.uk



Request for Referee Statement The Alice McCosh Trust

Applicant Name Date

Project Name

The individual named above has applied for a grant from The Alice McCosh Trust (up to £1,000). We would be grateful if you could provide the Trustees with your opinion of the applicant and the strength of his/her proposed project.

Grants awarded from The Alice McCosh Trust are intended to fund individuals undertaking work or study related to natural history and/or the environment. The grant could, for example, cover the cost of a school field trip or project, an expedition as part of a research project or the development of new teaching materials for schools or institutes of higher education.

Please write a reference giving your opinion on:

- The strength of the proposed project;
- The applicant's capacity to carry out the proposed project;
- The applicant's ability to complete the programme of work within the time and budget proposed; and
- Any other information that you feel might help the Trustees.

This reference will form part of the candidate's application for the grant. Please return this form and your statement to The Trust Secretary via e-mail by 30th November.

E-mail address:

info@thealicemccoshtrust.org.uk

The Trustees would like to thank you in advance for your co-operation. Your reference will not be acknowledged unless specifically requested.

www.thealicemccoshtrust.org.uk



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