



Application No:
Date Received:

APPLICATION FOR FUNDING

in respect of Publications

This form should be returned, on completion, to mail@essexheritagetrust.co.uk

Applicants are advised to submit any photographs, estimates or other papers which may assist the Trustees. Applicants are advised to retain a file copy or scan of their submission.

1 Name of Applicant

Address

Telephone Number

E-mail Address

2 Please give details of the publication, title and subject matter. Please enclose a synopsis and some sample text.

Does the applicant or proposed publisher carry any insurance against litigation?

Publisher

In what way is it significant to the County of Essex?

3 Please give the estimated time-scale for publication or work

4 What is the estimated total cost of the publication?

Please give the total amount you are applying for

Please give details of any other sources of funding being pursued

Please give details of any sums already received

5 What is the estimated selling price?

What is the estimated print run?

How will any profits from sales be used?

6 Use this space to add any further information you feel would be useful in support of this application.

7 List any documents (photographs, estimates, etc) which accompany this application

8 I have read the Essex Heritage Trust conditions for awards and I confirm that, to the best of my knowledge, this application complies with them.

Signed

Print Name

Date



OBJECT OF THE TRUST

The Trust is established to help safeguard or preserve for the benefit of the public such land, buildings, objects or records that may be illustrative of, or significant to, the history of the County or which enhance an understanding of the characteristics and traditions of the County.

GENERAL GUIDANCE AND CONDITIONS FOR GRANT APPLICATIONS

- 1** Applications for grants of any sort will only be considered when the subject matter of the application lies within the boundaries of the administrative County of Essex as in 1995. This includes the boroughs of Southend and Thurrock. In the case of works of art or artefacts, these must be regularly accessible to the public.
- 2** The Trustees may require the recipient to enter into an agreement not to sell or otherwise dispose of the object of such assistance within a term of years to be agreed between the Trustees and the recipient. The Trustees may require such reimbursement or penalty, in the event of such a sale or disposal, as it specified in the said agreement. They may also require, in agreement with the recipient of the grant to have the name of the Trust permanently displayed.
- 3** Obtaining the appropriate planning/building consents before work commences, is the responsibility of the applicant. Proper estimates and/or accounts relating to the project or acquisition must be provided.
- 4** The grant offered will normally only cover a proportion of the total costs of the project. It will normally be for a fixed sum and will not be made for repairs carried out before an application is made. Transfer of funds will not be made before formal confirmation that the project will proceed.
- 5** The Trustees reserve the right to publish details of any funding assistance given and to describe or illustrate in publication, exhibition or broadcast, any building, land or property movable or immovable, which has been the subject of funding assistance.
- 6** The Trustees decision in respect of any application for funding assistance will be final. There will be no obligation to supply or to publish any explanation of their decision.
- 7** The Trustees normally meet three times a year to consider applications. Special arrangements can be made in matters of more urgency.
- 8** Each application will be considered on its own merits.
- 9** The responsibility of the Trust is limited to the awarding of grants.