

SHROPSHIRE ARCHAEOLOGICAL AND HISTORICAL SOCIETY

Registered Charity No. 511564

The Una Rees Fund: Guidance for Applicants

The **Una Rees Fund** was set up by the Society using the bequest made by Dr. Una Rees in 2021 to enable the Trustees to make grants to individuals or organisations who are seeking funding to pursue activities, including research and publications, which support medieval studies in Shropshire.

Applicants are advised that the total fund available is £10,000 and that grants will typically be up to a maximum of £1,500, though larger sums may be considered subject to the discretion of the Trustees. Applications can be made at any time.

Application Procedure

Applications are to be made by letter or email to the Treasurer and should contain the following information:

- the contact name and contact details of applicant;
- where applicable, what organisation the applicant represents;
- a brief outline of the proposal explaining how this meets the aim of the fund;
- what other sources of funding are being or have been applied for and whether or not these other applications have been successful;
- what sum is being requested;
- the overall budget of the project;
- the timescale of the project including a proposed completion date;
- where applicable, copies of the quotations for the work that is being proposed.

Conditions attached to Grants

All grants are to be made subject to the following conditions:

1. acknowledgement of the Society's grant in any publicity or other material relating to the grant;
2. confirmation that the money has been spent as specified in the grant application;
3. a written piece for the Newsletter, Transactions and/or website.

Publications

- If an application relates to a publication, full details must be submitted, including the complete text, if appropriate
- Acknowledgment of financial support must be included in the publication
- Copies of the publication, if appropriate, must be provided to the UK Legal Deposit Libraries and to Shropshire Archives

For further information or to make an application, please contact the Treasurer:

Mary McKenzie, Bratton Villa, Heighways Lane, All Stretton, Church Stretton SY6 6HN,
tel 01694 723804, email maryfmckenzie@googlemail.com