

## **How to apply page:**

### **LAMAS Research Fund: how to apply**

Applicants must write a Project Design that includes the following information:

1. Succinct and clear summary of the work — what it is going to achieve and why it is important. (**project objectives**)
2. Statement of how it meets the Constitutional (and for archaeology, Research Agenda criteria) (**project context**)
3. Who is going to do the work and when (**project team and timetable**)
4. What tasks the work entails (**method statement**)
5. What the report will contain in terms of text, illustrations and figures, including an estimate of word count (**synopsis**)
6. How much is being asked for and how it is being allocated (**project costings**)

This Project Design will form the basis on which funds will be issued, and so deviation from it could jeopardise payment at the end of the project. It must be submitted before 28th February 2023. Council reserves the right to request changes or clarification, and allowance for this should be made in the project timetable as changes will need to be made during March of the application year.

Council will appraise each application and may seek advice from experts if necessary. Council will notify all applicants of their success or failure, and give general reasons. Council's decision will be final. If a project is accepted, but a grant is not awarded because there are insufficient funds remaining for that year, it can be resubmitted. However, no favour will be shown to previous entries. Each funding round will be considered afresh.

Please send applications to:

Karen Thomas (Hon Secretary, LAMAS)  
58 Ashbourne Avenue  
South Woodford  
E18 1PL

Tel: 020 8989 9683

Email: [secretary@lamas.org.uk](mailto:secretary@lamas.org.uk)