For support in completing this application, please read the [guidance notes.](http://mdem.org.uk/wp-content/uploads/2018/05/Elizabeth-Hammond-Application-Guidance-Notes.pdf)

1. **Organisational Details:**

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| **Museum:***(Full name of the museum for which the grant application is being made)* |
| **Museum Accreditation Number:** *if you are working towards it, please include a supporting statement from your Accreditation mentor or Museum Development Officer* |
| **Applicant Name:** |
| **Position in organisation:** |
| **Work Address:****Postcode:** **Telephone Number:** |
| **Email address:** |

1. **Project Information:**

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| **Title of project for which grant is sought:** |
| **Intended outcome of the project and whether whole or part of the project:** |
| **Breakdown of costs:** (*Please indicate amount sought, and how it is to be applied, the proportion of total project costs represented and amount raised to date, including other funding sources*) |
| **Cost of the project and the amount sought as grant** *(please also give a breakdown of the total project costs**and the amount raised to date including other funding sources. In the case of a large project**sufficient detail should be given to enable The Costume Society to identify items which**The Society might fund completely.)* |
| **Timescale of project and date of conclusion:** |
| **Proposed Conservator:** *Please supply short CV, one-page A4, of the proposed conservator.*  |

1. **Supporting statement**

Please **attach** a statement, of no more than 300 words, in support of the application. This should be by a senior member of staff with responsibility for the work.

1. **Declaration**

I agree to provide a written report with photographs as required, should this application be successful. I agree to credit the financial support of The Costume Society Elizabeth Hammond Grant in any display, report and publication, if a grant is given.

|  |  |
| --- | --- |
| **Signed:** | **Date:** |

1. **Proposer**

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| I have personal knowledge of the project for which this application is being submitted and I support this application for an award.I confirm that the project is planned for completion by the date given in section 2 and that it is included in the museum’s forward plan. |
| **Name:** | **Post:** |
| **Signed:** | **Date:** |

1. **Additional Information**

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| **How did you hear about the grant?** |

Please ensure the application is fully signed up before submission. Send applications to the Secretary at Bullard.callow.hammond.assoc@gmail.com

Applications are accepted at any time.