

# Grant Application Form

**This application form should be submitted as an email attachment, preferably in MS word or word readable format. Please type all applications, and include photographs and maps where possible in a separate zipped file. Provision of adequate detail may make an interview unnecessary, although the MEF Screening Committee may ask you to come to an interview in person or on-line. If you are a scientific expedition, you must also fill in Appendix A at the end of this application.**

# Part 1

1. **Expedition Overview**

Name of Expedition:

Leader’s name:

Leader’s address:

Leader’s telephone number (day and evening please): Leader’s email:

Country and region to be visited:

Key Objectives:

Google Earth coordinates of main objective or approximate base camp:

Duration (from-to):

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1. **Please describe your project as fully as possible, outlining any innovative features and why you have chosen your objective. Please provide maps and photographs.**
2. **Expedition Members**

Give name, age, nationality, occupation and relevant experience, and an email address for each member. (Please refer to section 10 in the Guidelines).

1. **Please indicate how your expedition meets the objectives of the MEF:**
2. **Budget**

|  |  |
| --- | --- |
| **Expedition Costs** | **Expedition Income** |
| International travel |  | Number of Members |  |
| Domestic flights and transport |  | Amount of Personal Contributions |  |
| Permits and peak fees |  | Details of grants already approved |  |
| Liaison Officer or Sirdar |  | Other sources including sponsors |  |
| Expedition members' insurance |  |  |  |
| Porter / staff Insurance |  |  |  |
| Food and fuel (base camp and above) |  |  |  |
| Agency fees if applicable |  |  |  |
| Porters and pack animals |  |  |  |
| Accommodation while in country |  |  |  |
| Base Camp Staff (if needed) |  |  |  |
| **TOTAL** |  | **TOTAL** |  |

1. **To what other organisations or sponsors have you applied for grants and with what results so far?**
2. **Apart from the Expedition Report, what plans do you have to disseminate and/or publish the results of the expedition and acknowledge the support of the MEF? If the expedition plans to create a website or social media presence, please include the details here if you would like the MEF to link in. You are free to use the MEF logo once a grant has been approved.**
3. **Is either a film and/or a book planned to record the expedition? Has this been commissioned? Please explain if the income is contributing to the costs of the expedition if not already set out in 4 above. If the income from the book/film is not part of the expedition budget, please explain why this is.**

# Part 2

1. **Permits.**

**Grants are awarded on the understanding that you have obtained, and will comply with, the latest regulations of the country to be visited.**

To which national, local and/or other relevant authorities have you applied for permissions if they are required? If permits are not needed, explain why.

If permissions are pending, when do you expect a decision? If permits have already been approved and/or there are letters of support, please include them in the zip file of maps, etc.

1. **What steps have been made to research the area to be visited, in particular its geography, political situation and previous exploratory mountaineering or scientific work in your chosen field? Please include the names of those you have consulted and their background.**

For primarily scientific expeditions, list up to four key publications, maps or other materials used to develop your scientific objectives and include in the attached zip file .

1. **Give names, postal addresses and e-mail addresses of two referees who can provide details of the general standing and objectives of the expedition and its members.**

Members of the MEF Screening or Management Committees cannot be referees. Please supply your referees with copies of the grant application form, and ask them to download the Referees Pro Forma (form MEF-K) from the MEF website.

1. **What arrangements are being made to employ local people working for the expedition and have you provided for their compensation in case of mishap; e.g. personal medical and rescue insurance organised either by your agent or by your expedition?**

The MEF cannot provide assistance for expeditions that run into financial difficulty and you should therefore consider what support you could call upon in an emergency: financial insolvency could damage the reputation of British mountaineering and harm future expeditions. Can you call on financial reserves in case of an emergency?

1. **Where applicable, have allowances been made for the deposit of money with (1) the customs authorities against import of equipment and (2) the Ministry against rescue expenses and an environmental bond?**
2. **State what plans and experience you have to enable you to cope in the event of an accident or illness to an expedition or staff member during the trip.**
3. **Please give details of how you plan to minimise your impact on the environment What is your strategy for Waste Management during the expedition?**

**What is the carbon footprint of the expedition (see the Environmental Guidelines for how to calculate it)?**

**If you plan to reduce or offset this, please give details**

1. **The MEF does not normally support expeditions that use helicopters to facilitate access. If helicopter transport is critical to your expedition plans, we need evidence of why this is so. You need to explain fully why alternative means of transport are not possible.**
2. **Declaration**

The information submitted in this application is, to the best of my knowledge, correct at the time this application was made. Should any significant developments arise after this application is made, such as change of team members or official permits being refused, I will keep the MEF informed of such developments. I have informed my two referees that their statements should be returned directly to the MEF. Should this expedition be cancelled or postponed subsequent to receiving support from the MEF, I will return the grant awarded.

I also acknowledge that:

* 1. Expedition members are not seeking advice from the MEF regarding their approach to and choice of mountain venue.
	2. All discussion with MEF personnel is in the context is in the context of making an assessment of the merits of the expedition and suitability for grant aid.
	3. Any information regarding the expedition venue provided by the MEF personnel in the course of discussion, is historical and derived either from personal observation or anecdotal evidence and is not definitive.
	4. Expedition members will rely upon their own judgement at all times whilst on or approaching the mountain venue.

Full name of applicant (Typed)…………………………………………………................................ Date….......................... When completed, send the application and supporting information to secretary@mef.org.uk.

For further enquiries, please contact the MEF Secretary John Porter at the above email or by telephone on ++44 (0)1697 478542 or ++44 07720 382869.

# Appendix 1 For Expeditions With A Significant Scientific Focus

1. What are the objectives of your scientific research (maximum 100 words)?
2. If not already covered in question 2 above, please describe the field research work to be done, paying special attention to methodology, and the novelty/new knowledge to be generated from the expedition. If more than one project is to be carried out, explain how different projects relate to each other (maximum 250 words).
3. Indicate the steps you have taken to establish what permissions are required from the host country authorities to undertake your research and at what stage you have reached in obtaining these. Please indicate what health and safety, and ethical approvals will be provided by your institution. The Screening Committee will want to see copies of any permits and/or correspondence if you come for interview.
4. If team members have participated in other relevant scientific work or expeditions, give full reference details of their most important reports and/or peer-reviewed publications.
5. Please indicate the scientific outputs (journal articles, monographs, NGO reports for example) intended to result from the MEF funded work, and the plan for delivering these? If a publication is accepted, then a paper or electronic copy must be forwarded to the MEF when it becomes available.