

FRIENDS OF CUMBRIA ARCHIVES f FOCAS - RESEARCH GRANT

RESEARCH AIMS

1. The Research is likely to be of interest to other users of the record offices and the wider public interested in the history *of* the county of Cumbria. This means for example, that family history would only be eligible if the results of the enquiry are likely to be of interest to the wider community.
2. A copy of the research/publication should be offered to the Archive Service and a summary of the research published in the FOCAS Newsletter.
3. The author of an outstanding piece of work might be invited to give a presentation to FOCAS members at the AGM.

GUIDANCE FOR THE USE OF GRANTS

The aim of this project is to encourage and assist applicants to make best use of material only available in Cumbria Record Offices and thus all the grant should be spent on items which meets this requirement. Examples are:

1. Costs of charges within the Record Offices e.g. photocopying of records for study elsewhere.
2. Cost of travel between the applicants normal base and Cumbrian Record Offices.
3. Cost of hiring a locally based freelance researcher, attached to a Cumbria Record Office, to carry out research *on* the applicant's behalf.
4. Payments to Cumbria Record Office staff for special assistance.
5. Contribution towards the cost of publication of the results of research (e.g. word processing, desk top publishing by a professional etc..)

PROOF OF EXPENDITURE

To met Auditing requirements, all awardees will be asked to complete the "Record Office Visit Sheet", which will be issued with their award notification, to support travel costs incurred. This sheet should be returned to the treasurer within twelve months of the notification of the award. Verification of other expenditure in the form of receipts for purchase of goods or services should be submitted at the same time. These should be Record Office related items, e.g.. photocopying , research assistance etc..