

Regional Furniture Society

Research Bursary Application Form

Guidelines for Applicants

1. If you would like a mentor's help in preparing your application, please complete this form as far as possible, at least one month before the deadline is due.
2. Individual members of the Regional Furniture Society and students at member colleges/universities are eligible to apply. Non-members are eligible to apply for a bursary once only, and will also receive one year's free membership on a direct-debit basis. Non-members should arrange for a reference to be sent accompanying their application, written by a qualified person who is familiar with the research project.
3. Original research into any aspect of regional furniture will be considered. Please see *About the RFS* on the society's website for information about its aims and activities.
4. The research should normally have a clear time-schedule, but may well lead to further research. Applications for research already completed will not be considered.
5. The award may be used to assist with travel, photography, technical analyses such as dendrochronology or paint microscopy, or any other essential expenses associated with the research. Payments for activities which have already taken place are ineligible, as are day rates for the applicant.
6. Bursaries will be awarded on merit. Evaluation of the application will take into account the following: clarity and originality of aims, feasibility of method, justification of costs, planned schedule, any previous publications by the applicant.
7. Applicants are encouraged to apply to other sources of funding at the same time as applying to RFS, so as to enable more ambitious projects or reduce the amount sought from the RFS. It is recognised however that this may not always be possible. Requests for 100% funding are permitted.
8. Payment of the award may be made in instalments, at the discretion of the Bursary Committee.
9. Bursary holders must provide a written progress report detailing expenditure each year, one year after the award, until completion of the research.
10. Summary information about the bursary award will normally be published on the RFS website.
11. There should be a clear intention to publish the results of the research supported by the bursary within a reasonable period (typically two years from receipt of funds). Where the Society is the sole or main funder, bursary holders will be expected to submit an article for publication in *Regional Furniture* or the *RFS Newsletter*, as appropriate. Where the Society is not the sole or main funder an article with suitable image should be submitted for the *Newsletter* and RFS website. Proposals that entail a substantial online output will also be considered.
12. The support of the 'Regional Furniture Society' must be acknowledged in any material relating to the funded research that is published in any form beyond the Society's own platforms.
13. There are two deadlines each year: 31 January and 31 July. Please send your application to Nick Humphrey, by email to nickhu@vam.ac.uk or by post to: Furniture, Textiles and Fashion Dept., Victoria and Albert Museum, London SW7 2RL

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Full name and address of applicant for correspondence:

Telephone number and Email address:

RFS Membership

Are you an individual member of the RFS or do you attend a College with institutional membership of the RFS, or neither? Provide details of membership:

If you are a student provide details of institution, your course (full/part time) with dates as appropriate:

Applicant's Background

Please provide a short summary of your relevant experience including any previous publications (max. 200 words)

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Research Proposal Title (max. 20 words)

Outline of Research and Planned Schedule (max. 600 words)

Explain the aims and originality of your research (including whether it will build on existing research by you or others), how you will collect information (including whether any access or ethical issues arise), how you expect to publish the results, why the project cannot be undertaken without an RFS bursary.

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Mentoring: Support is usually available from a member of the RFS in designing, executing and/or writing up your research. Please indicate what mentoring support, if any, you are requesting.

Total sum requested with breakdown of costs and details of any grants from other sources.

Please make clear whether you are applying for a standard bursary (up to £750), a Janet Dewdney bursary specifically for research into early furniture and woodwork (up to £750), or a Chris Pickvance bursary (up to a value of £2,000), or a combination of two of these. Your application may be delayed if it is not clear how each cost is essential to the research.

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Declaration

I warrant that to the best of my knowledge and belief, the statements made on this form, or in connection with this application, are true. I recognise that, if for any reason, the project does not proceed, the RFS reserves the right to demand repayment of a reasonable amount of the bursary. If awarded a bursary by the RFS, I will follow the guidelines for applicants as set out above.

Signed:

Name (print):

Date:

Reference

Non-members should arrange for a reference of no more than 200 words written by a qualified person who is familiar with the research project to be sent directly to Nick Humphrey before the deadline. Student applicants should include the name and contact details of your director of studies.