

ACTF Adhoc Applications Guidance for Applicants

1. We would like to conduct as much as possible of the business of the Analytical Chemistry Trust Fund by e-mail. Please use this e-application form. The text boxes (>) will expand as you type.
2. Applications should not exceed 6 A4 pages in normal size type. Brevity is considered to be a much undervalued virtue. Detailed supporting material should be confined to appendices, as should figures, graphics and tables.
3. There are no specific calls for Ad Hoc Proposals. There are no deadlines for applications other than Trustees meetings normally in March, June and October.
4. Applications that lack a comprehensive budget showing source and application of funds (costs) will not be considered by the Trust. You may insert additional lines in the Source of Funds and Costs tables if required. If your budget does not fit with the tables, please append a separate sheet.
5. Applications may be refereed by independent commentators. Applicants are invited to nominate three prospective referees whom Trustees may consult.
6. Projects may be of any duration, though not normally more than three years.
7. Applications which achieve leverage by drawing on the resources of more than one sponsor are encouraged.
8. Especially in the case of applications for renewal of a grant for a further period, it is essential to summarise the achievements of the previous period of funding.
9. Trustees reserve the right to make no award. Their decision is final.
10. Prospective applicants are strongly advised to contact the Trust Administrator (Dr Ruth Hearn, ruth@rhearn.net) before making an application.
11. Applications for existing ACTF award schemes are excluded from this scheme. They are the subjects of separate announcements and separate application forms.