

CONDITIONS OF ACCEPTING CONSERVATION TRAINING BURSARIES AND CPD GRANTS

One condition of accepting a **Conservation Training Bursary** or a **CPD Grant** from The Anna Plowden Trust is that a report is sent within two months of the end of the academic year or of returning from the training course or conference. In providing your report you are agreeing that the Trust may quote from your report for use on its website (www.annaplowdentrust.org.uk) or in its own publicity material without any further reference to you.

REPORTS ON CONSERVATION TRAINING BURSARIES

These should be about 2,000 words long and contain a brief outline of the course and of your work during the year. Examples of rewarding experience or of special objects conserved are important, together with analysis of how you found the course and what it has contributed in terms of preparing you for the coming year and/or a future career.

Your report should be accompanied by four or five digital images in jpeg format of you working on objects; each image file should be at least 5MB. The Anna Plowden Trust may use these images on its website and on social media so please ensure that you have permission to publish them and provide any attributions necessary. Please also provide a caption and credit line for each image. By supplying images you are agreeing that the Trust may use these on its website or in its published annual report.

Your report should be submitted by email to info@annaplowdentrust.org.uk; if your images are large please send them to that email address using WeTransfer (<https://www.wetransfer.com>).

REPORTS ON CPD GRANTS

These should be about 600-700 words long and describe what you hoped to get out of the course/conference, a brief analysis of the content of the course, and an evaluation of the benefits to you (and to conservation in general) of your attendance – for example how you disseminated the new knowledge gained. You should also include three or four images (in jpeg format) of you at the event, even if it is only with you together with other participants. Please also provide a caption and credit line for each image. By supplying images you are agreeing that the Trust may use these on its website or in its published annual report.

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Payment of the agreed grant will not be made until the Trust has received both confirmatory documentation and the report. If the recipient of a grant is to give a paper or presentation the Trust expects that its support will be acknowledged.

Please Note

Failure to comply with these conditions will prejudice any future applications from you and may, in the case of student bursaries, prejudice applications from other students at the same institution.

