

Application reference no:

APPENDIX 5
HOST INSTITUTION and ARCHIVAL PARTNER FORMS
CO-APPLICANT CV
2025/26 (Round 21)

A. HOST INSTITUTION DECLARATION

Q1a Name of Host Institution

Q1b Address of Host Institution

Q1c Name of individual authorising this partnership¹

Q1d Position held in institution

Q1e Email

Q1f Date

☐ **Q2) Link to annual report and accounts:**

OR

☐ **PDF Copy of Annual Report (where no link is available)**

Q3) For and on behalf of the Host Institution I confirm that:

- ☐ I have the authority to sign the Grant Agreement on behalf of the Host Institution.
- ☐ If an award is made, I undertake to ensure the Grant Agreement is signed unchanged and in a timely fashion. I have read the [Guide for Applicants](#) and I agree to abide by the terms of the Grant Agreement.
- ☐ The necessary facilities will be made available to conduct this project and administer the award.

☐ In case of technical difficulties, I agree to have this form uploaded manually by the EAP Team.

¹ **Personal Data** Where the British Library uses your personal data to process this form we will do so only in accordance with UK Data Protection Legislation for the purposes of administering the funding request and handling the archives. For the purposes of personal data contained within the Archives directly, the Library processes this data as part of its public task to preserve, archive and make available cultural heritage content. This is in line with our Transparency Notice that can be found online at <https://www.bl.uk/about-us/privacy>

B. ARCHIVAL PARTNER DECLARATION

Q1a Name of archive

Q1b Address of archive

Q1c Name of individual authorising this partnership²

Q1d Position held in institution

Q1e Email

Q1f Date

Q2 Please describe the policies and procedures of your institution regarding access to the material. This applies to digital copies and, where applicable, the original.

Q3 If applicable, how will you ensure long-term preservation of the original material?

Q4 Describe the steps you will take to ensure long-term preservation of the digital copies

² **Personal Data** Where the British Library uses your personal data to process this form we will do so only in accordance with UK Data Protection Legislation for the purposes of administering the funding request and handling the archives. For the purposes of personal data contained within the Archives directly, the Library processes this data as part of its public task to preserve, archive and make available cultural heritage content. This is in line with our Transparency Notice that can be found online at <https://www.bl.uk/about-us/privacy>

C. CURRICULUM VITAE OF CO-APPLICANT(S)

This form must be completed by each co-applicant.

Family name First name

Title / salutation Email address

Title of current post
Date of appointment (mmm/yyyy)

Who is your employer?

Previous posts held (*Dates – Position – Institution list the most recent first*)

Education/training
Date of award – Degree – Subject – University/Institution

Summary of career to date, including key research outputs, grants awarded
(300 words maximum)

Publications

List up to five principal publications relevant to this project in chronological order with the most recent first.

Research grants awarded

Awarding body – Title of project – Start and end dates – Amount of award – Proportion of time spent of the project (for current projects)