

Ghar Parau Foundation

Notes for the guidance of applicants

Please read these notes carefully before completing the application form.

The Ghar Parau Foundation

The Ghar Parau Committee manages an investment fund which was created with the proceeds of a number of successful expeditions to Iran in the 1970s and Borneo in the 1980s. Since then the fund has grown with careful management and the addition of donations from other expeditions. The purpose of the fund is to provide grant aid to assist with caving expeditions to all parts of the world, and in particular the Committee look for expeditions whose aims and methods include an element of innovative exploration or scientific study which distinguishes them from the typically sporting caving venture. In this context, scientific research does include systematic exploration backed up by the production of good cave surveys — these are the only basis for future more specific research. In particular the Committee looks favourably on small expeditions to new and distant limestone areas, planned in the spirit of true exploration. The Foundation makes a small number of awards each year (usually two or three) totalling some £1,200.

The David Hood Awards

David Hood is a successful Yorkshire businessman who has offered a sum of £5000 per annum in support of caving expeditions.

David was an active member of the White Rose Pothole Club throughout the 1970's and with them explored most of the classic caves of England and Wales. He took part in European ventures including one to the Gouffre Berger in 1978. He was also a 'digging member' and was one of the discoverers of the Oddmire entrance to Langcliffe Pot. In 1982 David set up a company which became Pace Microtechnology, now a leader in the digital television revolution. More recently he has set up an aviation company called Multiflight which is involved in all aspects of fixed wing and helicopter operations. He is still active in outdoor pursuits, with climbing, sailing, mountain biking and fell running now taking precedence over caving. He has a great respect for the amazing efforts and feats of cavers and thus seeks to do something to help the sport.

David has promised that funding will remain available each year so long as he receives satisfactory feedback in the way of expedition reports via the GPF and so long as he remains satisfied that there are cavers keen and willing to organise good exploratory ventures overseas.

The strategy for selecting expeditions for support in past years was to try to support all expeditions to a greater or lesser extent and support on average amounted to between four and eight percent of total expedition income. However, in a move to try to encourage both excellence and increased participation in expedition caving, the committee's aim in future will be to support a smaller number of expeditions with a much higher level of support - in the order of 20 - 30% of total project costs.

The committee aims to make one large grant of perhaps £4000-£5000 and one or two smaller awards in the region of £400-800 each year. Clearly the exact figures will depend on the number and scale of ventures which apply, but we would like to support one major long-distance project and at the same time encourage less costly European projects each year.

The Mount Everest Foundation

As a result of a special arrangement designed to provide the UK's premier mountaineering expedition awards committee with assistance in selecting from the small number of high altitude caving expeditions which apply each year, the GPF committee can also recommend certain expeditions for funding by the Mount Everest Foundation (MEF). This body specialises in funding expeditions to high altitude or very remote objectives — these are primarily climbing and mountaineering expeditions but usually include one or two suitable caving ventures each year. The conditions of the MEF's own rules exclude expeditions to Europe and Africa and caving applications to MEF are now only considered through the GPF procedures. Grants are usually of the order of £500 to £1000 each.

The Alex Pitcher Memorial Fund

Alex Pitcher was a young caver who became lost on an expedition to the Gouffre Berger in the late 1980s. The Committee administers a Memorial Fund which was established to support young cavers

going on their first expedition. It is usually put towards training costs for such individuals, for example in SRT. Should you feel you have individuals on your expedition that would be eligible for the award please identify them on your team member list and on a separate piece of paper describe why you think they are eligible and what they will use the money for.

The only condition of the Alex Pitcher Memorial Fund Award is that the recipient individual writes an article for *Caves and Caving* describing their experience on the Expedition to help publicise the award for future beneficiaries.

One or two awards are made each year, of the order of £100 each.

The Sports Council

In addition to the money realised from the Foundation's assets and the David Hood Awards, the Committee has in past years also been delegated with the task of dividing up a sum of money allocated for expeditions by the Sports Council as part of its grant aid support for the National Caving Association. The Association applies for money as part of a forward plan presented to the Sports Council on a regular basis, and while the money is earmarked for expeditions by the Council it is the Association which has the responsibility for ensuring that it is distributed to deserving expeditions and properly accounted for afterwards. In practice, the Association delegates the task of distributing the money to the Ghar Parau committee since this avoids duplication of effort both on the part of applicants and the caving 'establishment', and also creates a desirable degree of independence from the Association in the decision making process. After a period of considerable uncertainty, at the time of writing (December 1998) no funding is currently available, but it is hoped that it may be re-instated at some future date. When available, Sports Council funding is biased towards the funding of transport costs, and even purely sporting trips may qualify for funding if they meet the other criteria sufficiently closely. Grants have in the past ranged from £100 to £2500.

The Ghar Parau Committee

The Ghar Parau Committee is comprised of representatives of a number of distinct groups who each represent a particular interest in the selection process. Firstly there are the trustees and Treasurer of the Foundation, who are legally charged with the task of managing and overseeing the investment. Secondly there are four elected members of the Committee who each serve a four year term and represent active expedition cavers. They are nominated by ordinary cavers and elected by BCRA Council. A new one is appointed every year — if you think you would like to sit on the committee please keep an eye out for requests for nominations in *Caves and Caving*. Finally, the Foreign Secretary of BCRA is an *ex officio* member and the NCA Treasurer attends meetings to observe the decision making process and report the Committee's recommendations back to the Association.

Advice and Contacts

It is important for applicants to realise that the body of knowledge, both of world caving and of expedition organisation in general, represented by the Committee's members is probably unsurpassed. A very important part of the function of the committee and the process of vetting expeditions is to offer advice, contacts and assistance to expeditions to help them make their trips as successful as possible. The list of Committee members' names and address is enclosed with the application form and applicants for grant aid are **STRONGLY** recommended to contact one or more members of the committee in advance of making their application if there is any aspect of the organisation of their trip about which they feel may benefit from advice.

Criteria for Judging Expeditions

Although caving is not a competitive sport and a relative comparison of the merits of any particular expedition might justifiably be thought to be invidious, it is a fact that the committee only has limited resources at its disposal and therefore has to judge expeditions against one another. Over a period of some years a number of criteria to allow this to be done fairly has been developed and applicants should bear these in mind when applying for funds:

- Is there significant potential for the discovery of new cave?
- What is the relevance of the expedition to the development of the sport as a whole? (will the participants be using new techniques, going to new areas or attempting to extend the sport in some other way?)
- What benefits are the individual team members likely to gain from the Expedition? (will the participants expand their skills and experience in ways which might be useful on future trips, and to a worthwhile extent given the costs of the expedition?)

- Has the team done sufficient preparatory work and research? (have the participants made all reasonable efforts to ensure that their expedition will be a success and not repeat something which has already been done, or fail because they have not prepared for some elementary problem which might occur?)
- Have any contacts with local groups been developed? (has the team made efforts to contact local cavers or people with interests in caving in the host country, and to participate in any programmes which they already have in place?)
- Is the team size justified or safe compared to the objectives?
- Is the group going to have time to achieve its objectives and does the costing per day represent an effective use of funds?
- What track record does the team have? (Has the team been successful in the past, and have they published their previous work effectively?)
- What, if any, other sources of income will the team be able to benefit from? (are the participants prepared to make realistic contributions from their own pockets, and do they have other sources of funding which might help to defray their costs?)

The committee's function is to balance these factors against each other and to divide the available funds up fairly. For instance, a team which has relatively little experience but has shown a good deal of personal financial commitment allied to considerable preparatory homework will fare much better at the hands of the committee than an experienced group which is not attempting to reach a particularly new or exciting area. The overall budget and cost to the individual is also taken into account, so that a small trip to Europe will probably receive a lower grant than a large scale trip to the tropics.

Conditions of funding

In the interests of ensuring continued funding from the sources which the Foundation administers on behalf of others, and to maximise the benefits of expeditions to the caving community, the Committee lays down certain conditions when making grants. By signing the application form expeditions commit themselves to abiding by these rules, which are:

1. Every expedition shall apply in writing for a grant, and submit its application to the Committee by no later than the date set by the Committee (see below). Forms are provided for this purpose and while it is not necessary to make the application on one of these forms, any application which does not include information under every one of the headings noted on the standard application form may be deemed invalid. In particular the proposed budget on the form must be as complete and accurate as possible.
2. A proportion of any grant offered will be withheld pending the receipt by the committee secretary of a brief report of your trip. This report must be submitted within three months of your expedition's return to the UK and must contain a summary of the finances for your trip. As above, forms are provided for this purpose and if you fail to provide all the information required you may forfeit the 'deposit'.
3. In addition to the obligatory short report, expeditions receiving grants are expected to publish their results for the benefit of the wider caving community. It is strongly recommended that a suitable report is submitted to *Caves and Caving* or *Cave and Karst Science*. Expeditions that do not publish in an appropriate and widely distributed medium will jeopardise opportunities for follow up trips and their members in future grant applications.
4. If there are any **significant** changes of objectives, personnel, travel dates or other details of the trip you must inform the Committee Secretary as soon as possible.
5. Steps may be taken by the Committee to recover funds granted to expeditions which intentionally do not achieve the objectives set out in their application to the committee. While strict adherence to (4.) above makes this extremely unlikely in practice, it is a right the Association and the Committee must reserve.
6. Each expedition must nominate a person to be responsible for the financial details of the trip. This person must provide the Committee with an address where they can be contacted for at least 12 months following the date of the application to the committee.
7. These conditions are not negotiable.

Submitting Your Application

The Committee consists of volunteers who are all completely unpaid for the work they do on its behalf, and often devote considerable amounts of their own resources to the benefit of expeditions. In recent years the administrative burden of copying and circulating application forms has reached a point when it has become necessary to reduce the cost by requesting multiple copies of the completed application form from applicants. The alternative would be to use some of the money available to the committee to pay for copying and postage, thus reducing the funds available to pay out as grants.

In order to assist the committee in processing your application, therefore, you are requested to send 10 identical copies of the completed form and any additional pages, along with three stamped self-addressed envelopes. If you are unable to do this a cheque for £10.00 to offset copying and postage costs will be accepted as a (much less preferable) alternative.

Meetings, deadlines and advance notification

The Committee meets twice per year, the closing dates for submission of the completed application forms being 31 January and 31 August. However, the committee will consider applications which apply early, and those trips which are expecting to be in the field in the first quarter of the year are encouraged to apply the previous year if at all possible. In order to try and divide the available funds up between the two sessions effectively an advance notification form is provided to enable expeditions to make the committee aware of their plans without necessarily having to prepare a full application a year or more in advance of the trip. This should be submitted to the same deadlines as the full application to allow the committee to provisionally commit funds at the earliest possible opportunity.

The Committee meetings are held on a weekend in late February and in September. Applicants will be notified of the committee's decision as soon as possible thereafter. The Committee may wish to interview one or two members of your expedition, in which case you will be invited to attend the Committee meeting to discuss your application and answer questions. Meetings are held in a fairly central location and the Committee will attempt to give at least two weeks notice of requiring applicants to attend.

Grants are usually distributed (less the report 'deposit') to expeditions at the beginning of the quarter in which they will be leaving the UK. Enquiries about late or missing payments should normally be made to the Committee Treasurer and it may be possible to make arrangements for early payment in special cases. In any case of difficulty applicants are encouraged to contact the Committee Secretary or Treasurer as soon as possible.

Publicity

The National Caving Association and the British Cave Research Association are sometimes contacted by journalists seeking articles for the national media. In such cases, the information on the front page of the application form may be used to allow the journalist to contact the Expedition directly. If you do NOT want your expedition's details passed on in this way, please indicate in the relevant box on the form.

And finally....

The Ghar Parau Foundation is the premier trust fund within the caving community. The trust fund administered by the Committee is independent of both NCA and BCRA and any money which is raised from the investment is always used to support expeditions. The Committee members donate an often considerable amount of their own resources to making sure that the maximum amount of money is available to expeditions applying for funds and any donations which are received by the Foundation go directly to increase the fund's value. If you find your Expedition has funds to spare when its books are finally balanced, please consider the Foundation as a cause worthy of a donation.

NJW 12.98 98D2335

Ghar Parau Foundation

Application for Grant Aid

Ref No.
Please leave
blank

Please read the accompanying notes carefully **before** completing the application form. Write legibly (or type) using black ink.

Expedition Name:

Leader's name, address and telephone numbers:
NB: This address should be valid for at least three months after the Expedition has returned to the UK. If you are a student or living in temporary accommodation give your parents' or other permanent address.

Home contact's name, address and tel. numbers:
(Give the name of someone who knows the details of the Expedition but can be contacted in the UK while the Expedition is in the field).

Brief description of objective(s):

Country and area the Expedition will be visiting:

Please attach copies of maps showing the country and region you intend to visit. The maps should show the nearest large town to your objective, any nearby known caving areas, communication routes and locations of physical obstacles to your objective (mountains, jungle, glaciers etc).

Total No. of UK nationals taking part:

Total No. of non-UK nationals taking part (include residents of host country):

Please use page 2a to give details of all expedition participants.

Draw attention to any people who need special funding.

Date of departure from UK:

Date of return to UK:

Are you applying for: (tick)

Ghar Parau Foundation/David Hood award?

Mount Everest Foundation recommendation?

Alex Pitcher Memorial Fund award?

NCA/Sports Council funds (if available)?

Tick here if you do **NOT** want your Expedition's details released for national press publicity purposes

Account Name
Please give the name of the account to which your grant cheque should be made payable:

DO NOT WRITE IN THIS BOX

GPF/HOOD MEF AP NCA/SC

Detailed description of objectives:

Give an account of the purpose of the trip, including any particular known caves you intend to visit, specific areas where you will explore for new cave and scientific experiments you will attempt. If you are applying for Ghar Parau Foundation funding please explain the special features of your trip which make it eligible.

Previous work in this area:

Give details of any previous work done in this area by your own and other teams. Include references to reports and articles published on the area and the names of any local cavers or academics with whom you have discussed the Expedition.

Expedition report:

Who will be responsible for writing and producing the Expedition's report? What format will the report be in (separate publication, magazine article, scientific paper etc)? Give references for any reports prepared by team members for previous expeditions.

Referees:

Please give the names, addresses and 'phone numbers of two suitably qualified people whom the Committee can contact. You should ensure that they are aware of the objectives of your trip, and that you have their permission for the Committee to contact them.

LIST OF EXPEDITION PERSONNEL

Name		Caving/expedition experience
Occupation	Age	

Name		Caving/expedition experience
Occupation	Age	

Name		Caving/expedition experience
Occupation	Age	

Name		Caving/expedition experience
Occupation	Age	

Name		Caving/expedition experience
Occupation	Age	

Name		Caving/expedition experience
Occupation	Age	

Name		Caving/expedition experience
Occupation	Age	

Name		Caving/expedition experience
Occupation	Age	

Name		Caving/expedition experience
Occupation	Age	

Please complete the budget on the back page before completing this page.
The pages are in this order for Committee administrative reasons.

How do you propose to make up the difference between your anticipated expenditure and your income?

Political clearance: Give details of any visas or permits which are required to visit the country and area. Is special permission needed to explore the caves? What steps have you taken to secure the necessary permission, and when will you hear you have the permits you require?

Route: What travel route are you taking? Is every team member travelling by this route? Is this the cheapest route? If not, why not?

How many days travelling will be needed to reach your target area?

How many days do you expect to spend in the field?

What is the total number of man days you expect to spend in the field?

If you are applying for Mount Everest Foundation funding, please explain why you think your expedition qualifies:

Please make any additional comments you wish to be considered by the Committee here:

Signature and date
I have read, understood and agree to the terms and conditions of grant aid as laid down in the Notes for the guidance of applicants.
.....(leader/deputy leader)(date)

When your application form is complete send ten copies (including any maps and other additional sheets) and three self-addressed stamped envelopes to the Committee Secretary at:

*David Judson
Hurst Barn
Castlemorton
MALVERN
WR13 6LS*

BUDGET

Please complete the following budget in as much detail as possible. If you have already prepared a detailed itemised budget, please attach a copy and complete only the totals column on this page.

Air fares	Per person	x No. of people		Total	
	<input type="text"/>	<input type="text"/>		<input type="text"/>	
Ferry fares	Per person	x No. of people	Per Vehicle	x No. of Vehicles	Total
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Rail and bus fares	Per person	x No. of people		Total	
	<input type="text"/>	<input type="text"/>		<input type="text"/>	
Cars	Hire fees	Fuel	Insurance	x No. of Vehicles	Total
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other transport costs	(Give details)				Total
	<input type="text"/>				<input type="text"/>
Caving/camping equipment	Rope/ladders etc	Camping gear	Medical supplies	Photographic	Total
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other equipment costs	(Give details)				Total
	<input type="text"/>				<input type="text"/>
Other costs	Visas	Insurance	Rations	Report	Total
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	(Give details)				Total
	<input type="text"/>				<input type="text"/>
TOTAL EXPENDITURE					<input type="text"/>

Members' contributions	Per person	x No. of people		Total	
	<input type="text"/>	<input type="text"/>		<input type="text"/>	
Post-expedition sales	Publications	Equipment		Total	
	<input type="text"/>	<input type="text"/>		<input type="text"/>	
Other confirmed grants	(Give details)			Total	
	<input type="text"/>			<input type="text"/>	
Other grants applied for	(Give details)			Total	
	<input type="text"/>			<input type="text"/>	
Other income	(Give details)			Total	
	<input type="text"/>			<input type="text"/>	
TOTAL INCOME					<input type="text"/>

INCOME - EXPENDITURE SHORTFALL