



DERBYSHIRE CAVING ASSOCIATION

CAVE DISCOVERY FUND GUIDANCE NOTES

- 1 Please ensure that the form and all supporting documents are clear and legible as copies need to be circulated to Grants Panel members. You should send one copy of the form and documents to the Association's Treasurer - *Angus Sawyer, 143 Wilsthorpe Road, Long Eaton, Nottingham, NG10 3LJ*, email finance@thedca.org.uk - either by post or electronically.
- 2 Applications may be made by Individual Members of DCA or by Member Clubs (separate forms for each) who in both instances must be paid up members of the Association of at least 12 months standing.
- 3 The grant will only be paid to one individual or to a club.
- 4 In describing the location you should give the name of the discovery and a grid reference to the entrance of the cave or mine. Please indicate whether it is a new site or an extension to an existing cave or mine (if listed in *Caves of the Peak District* please give the page number).
- 5 Please provide a brief description of the project (not more than one side of A4). If it is an extension please provide a simple sketch survey of the location within the cave or mine on one side of A4.
- 6 Please give a brief explanation of the access arrangements. As far as possible, all cavers should be able to have access to the new discovery, subject to any conditions imposed by the land owners or lessees or the constraints of conservation, etc. If you need help in organising access, the Association's Access Officer may be able to assist.
- 7 You must give a brief explanation of how conservation of the new discovery may be achieved, having regard to the Minimal Impact Caving Guidelines. The Association's Conservation Officer may be contacted for advice if necessary.
- 8 Eligible expenses might include, *inter alia*, building or structural materials, permanent anchor points to assist descent and ascent, printing of documents required for access or conservation, tape for protected areas. Expenses that are not eligible comprise personal caving gear, travel expenses, etc. It is appreciated that occasionally not all items of expenditure may be supported by receipts but these must be supplied wherever possible. If you are not sure whether a particular expense is eligible, you can contact the Association's Treasurer for advice.
- 9 Applications from a DCA Member Club must include the signatures of the Club Treasurer and one other Officer in addition to that of the club member who is the principal applicant.