



THE BARAKAT TRUST

Charity No 1176631. Registered in England and Wales

30 June 2025

Dear **Mehran Qureshi**,

I am pleased to tell you that at their recent meeting the Academic Advisory Committee of The Barakat Trust awarded you the following:

Grant reference:	G2025_A3_875_QureshiMehran
Grant Amount:	£ 9464 Zakat
Project:	Documentation and Conservation of Three Historical Graveyards of Kashmir
Conditions of Award:	None

Attached are the Terms & Conditions of Acceptance and Privacy Policy and the Payment Request Form. If you wish to accept the award, please read this email and all the documents attached carefully, complete them and then send back to us all the required documents.

The documents required for your Acceptance Package:

1. **The Terms and Conditions of Acceptance form (ToA)** should be read carefully and, if accepted, be signed by you (the grantee), scanned, and emailed to us as a PDF file,
2. **A Financial Consent Letter** is required from the institution that will receive the grant funds on your behalf. For Universities, Barakat requires a letter from the Institution on an official letterhead, clearly stating their agreement to accept the funds on behalf of the grantee. The letter must include the name and contact details of the signing official. If the Institution is a non-profit organisation or a registered company, they must provide a copy of the registration certificate in addition to a letter from the Institution on an official letterhead, clearly stating their agreement to accept the funds on behalf of the grantee.
3. **The Payment Request Form (PRF)** *must* be completed as a Word doc., **NOT as a PDF file** and returned to us as an email attachment — please, do NOT complete the Payment Request Form by hand. If you are awarded a grant under A3 you will need to complete two PRF Forms – one for 90% (PRF90) of the award to be filled at the start of your project; the other is the (PRF10) to



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be filled upon completion of the project and sending in your **Closure of Grant Package** (see details in guidance below).

4. **A copy of your passport.** Passport copies are mandatory and should clearly display the grantee's photograph, passport number, place of issue, issue date, and expiry date.

Please submit your forms in the correct format to avoid any delays in the payment of your grant. Payments will only be made to an institution and will be made by bank credit transfer after performing due diligence checks on the grantee and the institution. UK legislation subjects us to various bank checks and due diligence procedures which take time. Hence, please submit all the above paperwork immediately or you may not receive your grant before the autumn of 2025.

Naming your files: Kindly save your files using your Grant Reference (shown above in green) + File type. For example: ("G2025/A3/123_Ali Saleh_Letter of Consent").

Further guidance:

- **Closure of Grant Package:** Upon completion of your project, we will send you a Closure of Grant Package which includes: the Final Report form, Actual Expenditure form, submission link to upload all receipts for the project's expenses, and any documentation of your project (media links, photos, brochures, publications, etc.). For A3 grantees, this package will also include the PRF10 Form for the remaining %10 of the award amount. Therefore, please ensure the safekeeping of all receipts and documentation during the running of your project.
- **Financial Guidance:** Please read carefully points **1 to 9** in the Terms and Conditions of Acceptance (ToA) attached to understand your responsibilities regarding the management of the funds being awarded to you.
- **For A3 grantees:** Please also read the **Guidelines for grantees engaging workforce in the project country** included in your Acceptance Package.

Uploading your Acceptance Package Forms:

Kindly avoid sending us different forms in separate emails. Instead, all documents that are part of the acceptance package must be uploaded **in one go** to our **Acceptance Package Submission Platform** here:

[Acceptance Package Submission](https://airtable.com/appvWD2g4EcA36YSW/shrTywuSdMAOJaxTH)

(Or copy this link into your

browser <https://airtable.com/appvWD2g4EcA36YSW/shrTywuSdMAOJaxTH>)

please ensure that all your documents are complete and correct (esp. bank details) before uploading them.

Correspondence:



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To respond to your inquiries and locate your files seamlessly, please always use reports@barakat.org for all inquiries or correspondence related to your grant project and **always** include in the subject line of any email your grant reference number (stated above in this letter in green).

Congratulations and we wish you the very best with your grant project.

Yours sincerely

Seif El Rashidi

Director

seifelrashidi@barakat.org

On behalf of Professor Alain George

Chairman, The Academic Advisory Committee of The Barakat Trust.