RCN Foundation Monica Baly Bursary Scheme

Information and Eligibility

1. Background
The Monica Baly Bursary is awarded annually for personal development as a nursing historian and the promotion of scholarship in nursing history. The bursary is for a minimum of £300 and a maximum of £1,000, which the recipient can use to undertake activities related to the history of nursing, including courses, projects or research.

2. Eligibility criteria for this scheme
Applications must focus on:

- personal development as a nursing historian; and
- the promotion of scholarship in nursing history

Those who wish to apply must:

- be UK-registered nurses or UK-based nursing students; and
- commence the activity for which funding is sought between 1 September 2017 and 1 September 2018

Previous recipients of a Monica Baly bursary are not eligible to apply again within four years of their award.

First time applicants may be given priority.

RCN Foundation Board and Committee members and RCN Foundation staff are not eligible to apply.

3. Items eligible for funding
Applicants must have an activity in mind which will develop them as a nursing historian and which will contribute to the body of knowledge about nursing history.

This could be:

- the fee for attending a course, for example to learn about recording oral histories
- funding for a project or research about a specific period or aspect of nursing in the past

4. Items not eligible for funding

- activities taking place before the outcome date, i.e. before 1 September 2017
- salaries, meals and subsistence, or replacement staff costs
- IT equipment or software
- conference attendance unless it provides a learning or dissemination arena for a project/other activity we are being requested to fund
- costs associated with running an event or a conference

5. Timescales
• The closing date is strictly 5pm on 31 May 2017.
• Applicants will be informed of the outcome by 31 July 2017.

6. How to apply
The application form is available on our website www.rcnfoundation.org.uk
Please fully complete the application form, forms must be typed. Please do not attach your cv. or
any other documentation or letters as these cannot be considered by the selection panel.

7. How to submit your application:
Applications must be received by or on 5pm on 31 May 2017.
Please note only applications received via email will be accepted. Please send your application as
one document, references can be attached as a separate document.
You can send your completed application form as an attachment in an email to:
grants@rcnfoundation.org.uk.
Please note that by submitting an application by email you are confirming that you have read the
Terms and Conditions and agree to abide by them. Please do not include any additional
information in the email as this will not be circulated to the selection panel.

8. Terms and Conditions:
Your application will only be assessed if:
• you meet the eligibility criteria set out above; and
• a fully completed application form is submitted by the closing date of 5pm on 31 May
  2017
If you are successful, the standard RCN Foundation bursary terms and conditions will apply,
including the following:
• Funding is awarded subject to the individual undertaking the activity applied for and
  only once confirmation of enrolment is received.
• 10% of the grant will be retained and will be paid on receipt of an evaluation report from
  the recipient. The report is to be sent on completion of the funded activity.
• Funds awarded are not transferable to other activities.
• The RCN Foundation must be notified and funds returned in the event of an applicant
  receiving funding elsewhere for the same activity or not completing the activity for which
  funds were allocated.
• If you are successful, the RCN Foundation may wish to publicise your success.

9. Change of circumstances
It is important that we are informed in writing of any change of circumstances that affects the
application you have submitted to us (for example a change of course, receiving funding
elsewhere). Please email grants@rcnfoundation.org.uk with details of the change(s), quoting
Applicant Change of Details in the email header.

10. Adjudication Process
All applications will be judged by a selection panel who will make a recommendation to the RCN
Foundation Grants Committee.
The Grants Committee will decide the final allocation of bursary awards, taking into account the
panels’ recommendations, the funds available and the agreed priorities for this scheme.
The decision of the RCN Foundation Grants Committee is final.
All applicants will be informed of the outcome of their application

11. Application enquiries
If you have an enquiry about applying for a bursary or about your application then please contact the RCN Foundation via email grants@rcnfoundation.org.uk or telephone 020 7647 3645.

Please retain a copy of this document for reference
Please retain a copy of your application for your information