

RCN Foundation Leukaemia Care Bursary Scheme Information and Eligibility

1. Background

The RCN Foundation and Leukaemia Care are offering bursaries of up to £5,000 to support haematology nurses who work with blood cancer patients and their carers. Leukaemia Care is committed to supporting anyone affected by blood cancer, therefore, your application must make an impact on the quality of care and support you provide to patients and their carers.

2. Eligibility Criteria for the Professional Bursary Scheme

The aim of the RCN Foundation Leukaemia Care Bursary Scheme is to raise the standard of nursing for blood cancer patients.

The Foundation has a clear preference for funding practice development projects. We will also fund dissertations. Priority will be given to candidates who have not received funding from other sources. Priority will also be given to proposals which improve the quality of care and support provided to patients with a blood cancer and/or their carers. We are especially interested in supporting any research that improves the care and support provided to blood cancer patients.

Those who wish to apply must be nurses currently registered in the UK or health care assistants/assistant practitioners based in the UK who:

- work with blood cancer patients
- will be undertaking their learning and development activity in the UK
- **will commence** the activity **between January 2019 and January 2020**
- be available to attend an interview if applying for more than £2,500
- funding is for one year

Please note that you do **not** have to be a member of the RCN in order to apply – non-members are also welcome to apply. Previous recipients of funding from the RCN Foundation are eligible to apply only if they have fulfilled all the terms of their previous award/s and submitted their report/s in a timely fashion. First time applicants may be given priority. Student nurses and members of RCN Foundation Board are **not** eligible to apply to this Scheme.

3. Items Eligible for Funding

- Fees for courses commencing **between January 2019 and January 2020**
- Travel – public transport at the cheapest available rate is preferred. Travel by car and parking costs will be considered where compelling reasons are given in which case the mileage rate will be 45p per mile
- Accommodation
- Child care costs where these are additional costs incurred whilst undertaking learning and development activities
- Staff replacement costs for courses requiring absence from work of at least 5 consecutive days or a total absence of 6 or more days per calendar year. (Evidence from the employer of reimbursement expenses will need to be provided)
- Research costs (for example, focus groups)
- Project costs for professional development projects (not service development)

- Costs for implementing and/or publishing/promoting the learning/outcomes where these are not made available commercially**

* Where funding is available from another funder we may fund part of the costs.

* Where funding is sought for a second/subsequent academic year, a bursary would be subject to satisfactory completion of the first/previous year.

* The panel will normally give a lower priority to courses that they believe the employer has a responsibility to fund.

** Funding to attend a conference will only be considered where it provides a learning or dissemination arena for a project/other activity we are being requested to fund.

4. Items not Eligible for Funding

Items that are ineligible for funding include:

- Activities commencing before 1 January 2019
- Conference attendance other than specified in ** above
- Books
- IT equipment or software
- Meals and subsistence
- Taxis/car mileage except where there is a medical or other compelling reason
- Service development project costs

5. Amount Available

Bursaries of up to £5,000 are available.

6. Terms and Conditions

Your application will only be assessed if:

- You meet the eligibility criteria set out above
- All parts of the application are fully completed
- Your entire application is received by the closing date

More than 19% of applications are rejected at the first stage due to incomplete forms, so please check you have fully completed and signed your form before you submit your application.

If you are successful, the standard RCN Foundation bursary terms and conditions will apply, including:

- 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.

If you would like a copy of the bursary terms and conditions before applying please email grants@rcnfoundation.org.uk to obtain a copy.



7. Timescales

The **closing date** for applications is **5pm on 19 October 2018**. Any applications received after this date will be deemed ineligible.

Interviews for shortlisted candidates will be held in London in late October/November (please note that this only applies to candidates who are requesting more than £2,500)

8. How to Apply

The application form and Bursary Application Guidance documents are available on our website www.rcnfoundation.org.uk.

Please note only applications received via email as an editable PDF will be accepted.

Please send your application as one document, academic references can be attached as a separate document.

Submit one copy of your entire application by email to grants@rcnfoundation.org.uk no later than **5pm on 19 October 2018**.

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, change of role, change of course, receiving funding elsewhere, etc) as soon as possible. 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 independent assessors. For applications of under £2,500 the assessors will make a recommendation to the RCN Foundation Grants Committee. For applications for bursaries of more than £2,500 a shortlist will be drawn up and shortlisted applicants will be invited for interview. The interview panel will then make recommendations to the RCN Foundation Grants Committee.

The RCN Foundation Grants Committee will decide the final allocation of bursary awards, taking into account the panel's recommendations, the funds available and the Foundation's agreed priorities for this programme.

The decision of the RCN Foundation Grants Committee is final.

All applicants will be informed of the outcome of their application by email.

11. Definition of Health Care Assistant and Assistant Practitioner (HCA/AP)

For the purposes of eligibility for an RCN Foundation bursary the definition of a Health Care Assistant or Assistant Practitioner is someone who:

- is not a registered nurse, midwife, health visitor or nursing or midwifery student; and who
- delivers care as delegated by a registered nurse, midwife or health visitor

12. Application Enquiries

If you have an enquiry about applying for a bursary or 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.