



# RCN Foundation Worshipful Company of Needle-makers Educational Bursaries 2019

## Information to Applicants

### 1. Background

The Livery Companies of the City of London sprang from the original craft guilds. They ensured that apprentices were properly trained and that only suitably qualified individuals could practise the trade. The Needle-makers' Company was granted livery in 1656 and was one of only two livery companies to be granted its charter by Oliver Cromwell and received a later royal one from Charles II in 1664.

The manufacture of needles has now mostly moved abroad and while the Company sponsors awards in STEM subjects, it also supports those who use needles rather than make them. The Master traditionally presents a case of needles to the Lord Mayor.

The aims of the Company today are to provide a link to the industry and its modern offshoots, dispense charitable funds to deserving causes, maintain links with the City and other livery companies and to support the Lord Mayor as well as creating a friendly environment in which like-minded people may meet.

The RCN Foundation in partnership with the Worshipful Company of Needle-makers is offering educational bursaries of up to £1,000 each to assist individuals in learning and development activities such as post-graduate university study or professional short courses. The learning from these activities should enhance patient care, patient experience, and development in nursing practice

### 2. Who should apply

Those who wish to apply must be:

- nurses/midwives currently registered in the UK
- undertaking their learning and development activity in the UK; and
- commence the activity for which funding is sought between 1 January 2019 and 1 January 2020

Eligible applicants **must use needles** in their work and demonstrate this in their application. The activity must develop their practice which involves the use of needles.

Please note that applicants should be giving hands on clinical care that involves the **use of needles**.

Previous RCN Foundation bursary winners are eligible to apply provided they have fulfilled all the terms of their previous award(s).

First time applicants may be given priority.

Student nurses and members of RCN Foundation Board are **not** eligible under this scheme.

### 3. Items Eligible for Funding



- a. Fees for courses commencing after 1 January 2019 and 1 January 2020\*
- b. 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.
- c. Accommodation.
- d. 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).
- e. Research costs (for example, focus groups).
- f. Project costs for professional development projects (not service development).
- g. Costs for implementing and/or publishing/promoting the learning/outcomes where these are not made available commercially\*\*

\*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/dissemination arena for a project/other activity we are being requested to fund.

#### 4. Items not Eligible for Funding

- Activities taking place before the outcome date (i.e. 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 £1,000 each are available. Please note if you apply for over £1,000 your application will be ineligible.

#### 6. Timescales

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

All applicants will be informed of the result of their application by the end of October/November.



The **qualifying date** for commencement of activity funded by these bursaries is between **1 January 2019 and 1 January 2020**.

## 7. How to Apply

The application form and Application Guidance documents are available on our website [www.rcnfoundation.org.uk](http://www.rcnfoundation.org.uk)

Submit one copy of your entire application by email to [grants@rcnfoundation.org.uk](mailto:grants@rcnfoundation.org.uk) no later than **19 October 2018**.

## 8. Terms and Conditions

Your application will only be assessed if:

- You meet the eligibility criteria set out above.
- Your entire application is received by the closing date.

Those who submit incomplete or unsigned applications may be contacted if time allows for the application to be resubmitted.

If you are successful, the standard RCN Foundation bursary terms and conditions will apply, including the expectation that you will provide a brief report on completion of your programme of learning. If you would like a copy of the bursary terms and conditions before applying please email [grants@rcnfoundation.org.uk](mailto:grants@rcnfoundation.org.uk) to obtain a copy.

## 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). Please email [grants@rcnfoundation.org.uk](mailto: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 of at least three judges, one of whom will be a member of the Needleworkers Livery and who is also a nurse who will make a recommendation to the RCN Foundation Grants Committee.

The RCN Foundation 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 programme.

The decision of the RCN Foundation Grants Committee is final.

All applicants will be informed of the outcome of their application, unfortunately we are unable to give feedback on unsuccessful applications due to the number of applications we receive.

## 11. 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](mailto:grants@rcnfoundation.org.uk) or telephone 020 7647 3645.