

Complex Needs in Primary Care Grant Programme

Questions for Online Application

Please note:

- you will be able to prepare your answers for longer questions in advance in Word and cut/paste them into the form. Please pay careful attention to field lengths.
- all sections of this application form must be completed and you should not refer to any attached documents or send any information by separate cover.
- you can save and return to this form at any time by clicking **Save Answers and Resume Later** at the bottom of the page

Section A – Summary Information

A1 Name of applicant/host organisation

A2 Please describe the project/funding request in no more than 25 words – this description is very important. Should the application be successful it will appear on Burdett's website.

A3 What is the total cost of the project?

A4 How much is being requested from the Burdett Trust?

Section B – Organisation and Contact Details

B1 Department or Section (if applicable)

B2 Organisation Address

B3 Organisation's Telephone Number

B4 Organisation's Website Address

B5 What is the legal status of the organisation i.e. registered charity, NHS Trust etc.

B6 In what year was the Organisation (A1) or if applicable the Department/Section (B1) formed?

B7 Name of the lead contact [*i.e. the person responsible and accountable for the project proposal*]

B8 Lead contact's role within the organisation

B9 Lead contact's email address.

Section C – About Your Proposal

- C1 Briefly describe the aims, objectives and activities of the organisation named in A1 and the department named in B1 - Please include their patient numbers (Maximum 2,100 characters including spaces which is about 300 words)
- C2 In broad terms which geographic area is served by the organisation? (Maximum 350 characters including spaces which is about 50 words)
- C3 What is the geographic target area for this particular project? (Maximum 350 characters including spaces which is about 50 words)
- C4 Please clearly state the aims and objectives of the project and provide an account of the methods and the type and sequence of activities you intend to use to deliver them. (Maximum 4,000 characters including spaces which is about 300 words)
- C5 Explain briefly how this fits within this grant programme. (Maximum 700 characters including spaces which is about 100 words)
- C6 Please explain the background, context and rationale for the project, citing relevant local circumstances and drivers and/or policy and literature. (Maximum 4,000 characters including spaces which is about 300 words)
- C7 Please explain clearly how the project will empower nurses and confirm that your project will be nurse-led. (Maximum 2,100 characters including spaces which is about 300 words)
- C8 Please state the anticipated outcomes of the project and explain how these will be measured and sustained over time (Maximum 2,100 characters including spaces which is about 300 words)
- C9 Please explain how your project will use and take advantage of new technologies? (Maximum 2,100 characters including spaces which is about 300 words)
- C10 What arrangements will be in place for project oversight and management? e.g. steering groups and/or any external advice or independent scrutiny of the project? (Maximum 2,100 characters including spaces which is about 300 words)
- C11 How does your proposal demonstrate patient-centred care and engagement? (Maximum 2,100 characters including spaces which is about 300 words)
- C12 Does your proposal offer an interprofessional approach and if so, please explain how (Maximum 2,100 characters including spaces which is about 300 words)
- C13 How will the learning and outcomes from the project be disseminated to others? (Maximum 2,100 characters including spaces which is about 300 words)
- C14 Please explain any legal (e.g. data protection) and ethical (e.g. consent) issues that may arise from the project and how these will be handled; and for any evaluative/research strand, reference to the need or otherwise for ethics approval and appropriate arrangements for research governance (Maximum 2,100 characters including spaces which is about 300 words)

- C15 What is the proposed project start date?
- C16 What is the proposed duration/timetable for the project? (Maximum 60 characters including spaces)

Section D – Financial Information

- D1 Please explain the full cost of the project to your organisation (the answer you gave to question A3) Please note that the Trust does not fund on a full economic cost basis (Maximum 2,800 characters including spaces which is about 400 words)
- D2 Please explain the sum you are requesting from the Trust (the answer you gave to question A4) and which 'directly incurred costs' this will cover (Maximum 2,800 characters including spaces which is about 400 words)
- D3 What other funding applications have been made for this project and what is their current status? (Maximum 2,800 characters including spaces which is about 400 words)

Section E – Financial Documentation

Please attach a project budget