Questions - Burdett Online Application Form

Please note: all long text answers are restricted to 1,500 characters including spaces which is about 200 words.

Section A - Summary Information

A1   Name of Organisation

A2   Please describe the project/funding request in no more than 25 words. This description is very important, and 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 or if applicable the Department/Section formed?

B7   Lead contact Name

B8   Lead contact's role within the organisation

B9   Lead contact's credentials

B10   Lead contact's role on project

B11   Lead contact's email address

B12   Contact Address

B13   Who will represent the lead contact in their absence? Please provide a name and email address

B14   Please provide the names and email addresses of principal representatives of other organisations to be involved in the project, together with an explanation of their role - e.g. co-applicants, partners, contributors, placement hosts or special advisers

B15   If the lead organisation is including a partner on the application, please confirm the role of that partner

B16   Please explain the projects co-production, user and patient involvement

Section C - Your Project Proposal

C1   Please summarise the aims, objectives and activities of the organisation/department submitting the project proposal - please include patient numbers

C2   In broad terms which geographic area is served by the organisation?
        If more than one area applies, please select the most appropriate

C3   What is the geographic target area for this particular project?
        If more than one area applies, please select the most appropriate

C4   What are the aims of the project?

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C5 Why is this project needed? Cite relevant evidence where possible

C6 What is the method of the project?

C7 What methodology will you use to achieve your stated aims and objectives?

C8 What is the project plan?

C9 What are the intended outcomes of the project?

C10 What measurement and data analysis will be used?

C11 What evaluation will be completed?

C12 How does your project fit within our grant programme?

C13 Describe how this project will empower nurses and in what way will it be nurse-led?

C14 What changes do you expect to see as a result of the project, both short term and long term?

C15 What are the projects Key Performance Indicators?

C16 Please explain how your project will use and take advantage of new technologies

C17 What arrangements will be in place for project management?

C18 What arrangements will be in place for project oversight?

C19 What arrangements will be in place for independent advice?

C20 What arrangements will be in place for external scrutiny?

C21 Does your proposal offer an interprofessional approach and if so, how?

C22 How will the learning and outcomes from the project be disseminated to others?

C23 Please explain how you will sustain the project and the future plans

C24 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

C25 What is the proposed project start date? Please provide an estimated date where precise date not known

C26 What is the project end date? (projects are typically for a twelve-month duration) Please provide an estimated date where precise date not known

Section D - Financial Information

D1 Please explain the full economic costs (FEC) of the project to your organisation (the answer you gave to question A3) Please note that the Trust does not fund on a FEC basis and applicants should refer to the guidance material for cost elements that will not be funded. The full economic cost (FEC) of a project is the full cost to the institution undertaking the activity

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

D3 What other funding applications have been made for this project and what is their current status?

Section E - Financial Documentation

Please attach a project budget highlighting which 'directly incurred costs' you are asking the Burdett Trust to cover - Maximum document size 2MB and file format accepted PDF, Excel, Word.

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Important Information for All Applicants

Please ensure that you have read Burdett Trust's Grants Terms and Conditions and Privacy Policy and your organisation is willing to agree to these in the event of a grant award being made. Please note that the grant terms cannot be varied and form part of our grant offer. Please also note that we may require additional information and documentation from you during the grant assessment process, which may include the C.V.s of key individuals involved in your project.

DATA PROTECTION

The Burdett Trust takes your privacy very seriously and will only collect personal information from you where it has a legitimate reason to do so and/or you give your explicit consent. The Trust requires your assurance that personal data included in your application about any other individual is supplied with his/her consent.

Submitting an application form to the Trust confirms this consent and assurance.

Confirm Consultation

Please tick the box to confirm that the lead contact has consulted the finance department of lead organisation before this proposal has been submitted

Please Note: Only click 'Submit Form' button once as the attachments need time to upload. Thank you.