



## ABC UK NURSING GRANTS PROGRAMME 2024 - Guidelines

### AIM

Following the success of Action Bladder Cancer UK's annual Improving Outcomes for Patients Programme, IOPP, (launched in 2016), ABC UK launched dedicated ABC UK Nursing grants. We wish to acknowledge the great contribution made by specialist nurses to improving both patients' experiences and their treatment pathway. We also wish to encourage more nurses to participate in ABC UK's Grants Programme and to apply for grant funding. This category will give Grants to nurse-led projects and pieces of work to encourage and fund small projects that directly benefit bladder cancer patients.

We are interested in stand-alone projects which will demonstrate clear outcomes and improve knowledge, facilitate change, explore different approaches and, most importantly, directly improve outcomes for patients or the patient experience. Within the ABC UK Nursing Grants, applications may be made for different kinds of work – this might be a completely new project or an extension of work you've already trialled.

The application process for the Nursing Grants is very simple and we can also provide assistance with the application process, which will help you apply for a grant.

### YOUR PROJECT

If you have an idea for a new project, nurses are able to apply for an ABC UK Nursing Grant to support new work they wish to undertake either individually or as part of a multidisciplinary team or with other colleagues. This could be for a small scale 'research, audit or quality improvement' project with practical benefits for patient outcomes or any project which is of benefit to those with bladder cancer either improving outcomes or improving their experience.

We are also open to Grant applications for an outline, scoping or pilot study for work which might lead to a more substantial piece of work. ABC UK would also consider an extension of such scoping studies for an additional funding contribution.

We would also consider applications which are an extension of research or patient centred projects which are being undertaken or have been completed, provided that a separate, defined, project which could be funded by ABC UK can be identified.

Applications may be made for an Grant up to £5,000. In exceptional circumstances, we may consider an Grant over this level up to £10,000.

### FOCUS OF YOUR PROJECT

Your project idea must be directly related to bladder cancer and demonstrate direct outcomes and/or benefits for patients. Projects must be UK based. Otherwise, your project could focus on any area which would benefit those with bladder cancer. Some ideas of potential project areas are shown below, although your project might also be outside of these areas.

Projects could focus on areas such as: improving treatment systems and pathways within a hospital or clinic; mapping and improving the patient experience, improving bladder cancer monitoring or follow up treatment systems or pathways within hospitals, or patient surveys. Or they may be within any other area where nursing expertise can make an impact on improving outcomes for bladder cancer patients or their

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experience of treatment.

- the patient pathway
- patient experience at the point of first diagnosis
- patient experience of the discussion of treatment options
- Enhanced Communication
- improving knowledge of bladder cancer in nursing health professional
- improving support for bladder cancer patients

## WHO CAN APPLY

ABC UK Nursing Grants Programme is open to Urology and Cancer Nursing Specialists.

Bladder cancer can have a long and complicated treatment pathway, with few treatment options available or surgery which will impact on everyday life for a patient. Following their initial diagnosis, a specialist nurse is often the health professional a bladder cancer patient might see the most often - particularly in administering of treatments, or in follow up clinics, or providing support and advice following bladder removal etc.

A nurse might be working with patients within urology services where patients are being diagnosed and tested or undergoing surgery, or within other areas where those with bladder cancer are being treated - such as oncology, radiography etc, or in a follow up clinic where patients are monitored for recurrence or other issues. Nurses within primary care services should apply within the IOPP Primary Care category.

## SIMPLE APPLICATION PROCESS

If you have an idea you would like to submit for an ABC UK Nursing Grant, please **contact us to talk about your idea**. We can help and advise regarding the application form etc.

## APPLICATION MENTORING

If we feel your idea would be applicable for an Grant application, we will then support you throughout the application process. We are very happy to talk through your ideas for an application and give objective comment on an outline application if this would be of help. Contact details are given at the end of these guidelines.

**PROJECT EXAMPLES – There are some examples of projects, which might give you an idea for a project to undertake at your own hospital, on the separate flyer on our website grants page [www.actionbladdercanceruk.org/abc-uk-grants/](http://www.actionbladdercanceruk.org/abc-uk-grants/)**

## ABC UK NURSING GRANTS APPLICATION PROCESS

- Applications should only be submitted on the form downloadable from the website, [www.actionbladdercanceruk.org/abc-uk-grants/](http://www.actionbladdercanceruk.org/abc-uk-grants/)
- Please ensure you are using the correct application form for your category – there are two ABC UK Grant application forms on our website – one is for Primary Care, Research & Clinical and a separate form for the ABC UK Nursing Grants.

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Guidelines given here and within the application form should be followed. You may discuss project ideas and request assistance or mentoring with your application. Please contact us on [info@actionbladdercanceruk.org](mailto:info@actionbladdercanceruk.org) with any questions about your application or the process. Projects should contain milestones and demonstrate specific outcomes. A reporting timetable will be agreed to provide information on progress of funded projects. Please also see the Application checklist.

## TIMELINE

It is preferred that submitted projects run for a maximum period of 12 months. Consideration will, however, be given to applications justifying a longer period.

30 November 2023	Call for applications opens
01 March 2024	Deadline for applications and Application Assistance
March/April 2024	Applications review process and Panel Assessment process
30 April 2024	Outcome published; applications and grants: awarded, awarded with amendments or declined.
July 2024 – Jan 2025	Interim Reporting
30 April 2025	End Project date (unless otherwise agreed at time of grant) and Final Reporting

## ASSESSMENT PROCESS

All applications will be reviewed upon receipt and any clarifications and additional information requested from applicants. Applications will then be reviewed by the ABC UK Grants Panel for final decision. Panel members include representatives from nursing, urology, oncology, research, patients, primary and secondary care as appropriate, and include ABC UK trustee/s plus external members.

## GRANT TERMS AND CONDITIONS

Grants are not made to individuals. Grants will only be made to an organisation (eg: Urology Unit of NHS Trust etc). Please ensure you obtain permission and have fulfilled the internal requirements of your organisation, before making a grant application. It is also advised that financial process/bank account details for grant payment are clarified with your organisation as part of your application preparation.

Applications are invited up to £5,000 per project. Exceptionally a maximum amount of £10,000 will be considered. The maximum grant for any one project is £10,000. There is no maximum number of projects, however ABC UK would prefer to fund a higher number of smaller value projects.

Grants may be used to cover salary, expenses, consumables, equipment and other costs directly incurred by the project. Travel costs will be covered, although it is advisable that these are not viewed as excessive. Funding is not to be used to subsidise the applicant's normal activity. Applicants are expected to submit a fully costed budget with their application.

- 75% of grant would be payable upon confirmation of grant/start date of project.
- 25% balance of grant would be payable upon receipt of approved final report.

This final report would be submitted on an ABC UK template provided and be accompanied by a detailed breakdown of grant expenditure.

Interim project progress reports would be required, a timetable (usually six monthly) will be given on **ABC UK Nursing Grants 2024 Guidelines**



confirmation of grant. Deliverable milestones should be included within the application and will be agreed with ABC UK. If any delays occur to the project, it is advised that ABC UK are informed as soon as possible.

ABC UK would retain the right to publish the final report both on ABC UK website and in external publications and to publicise by any appropriate means, however we are prepared to discuss on a case by case basis to ensure that journal publication is not prejudiced.

### **Acknowledgement of ABC UK Grants**

The Grant recipient would be expected to acknowledge ABC UK grant funding in any publication or publicity of their own with the following words: "This work has been funded by Action Bladder Cancer UK". This includes acknowledgement within presentations of the project work funded at conferences etc.

### **EXCLUSIONS**

Projects must be stand-alone. Applications which are part of a larger project will not be considered unless a discrete project area of activity or workstream can be identified which may be solely accredited to ABC UK grant funding. If you are considering requesting funding for a discrete element of a larger project, it is recommended that you consult ABC UK for advice on this before submission.

### **PRE APPLICATION CHECKLIST**

Things to check **before** submitting an application. If unsure of anything, please contact us.

#### **Application form**

- Please ensure the application form is signed by **both** the lead applicant and also by the appropriate person within your organisation.
- Applications cannot be formally accepted for assessment until this form is completed and signed.
- Budget details are included, with as much detail as possible.
- Please ensure that you have followed any necessary internal process within your organisation relating to making an external application for funding. For example, does your application need to be approved internally and/or does it need to be cleared with your finance department?

#### **Financial details for grant acceptance**

- Are you clear about which account for your organisation the funding will be paid into (eg it might need to go into a central account rather than departmental one – check with finance dept)?
- Please ensure you have the correct financial details to complete the grant acceptance form.
- The grant acceptance form also needs to be signed by the lead applicant and the appropriate person from within your organisation.

### **BLADDER CANCER PATIENT SUPPORT GROUPS**

Separate from the ABC UK Nursing Grants, we also offer an opportunity to apply for a start up grant towards setting up a support group for bladder cancer patients at your hospital. This is set at a maximum of £500. ABC UK would also support you in setting up the group and helping to sustain the running of the group. We also consider grants for one off events. Contact us for more information.

### **CONTACT INFORMATION**

If you have any questions or would like to discuss your ideas for a project, contact us in the first instance on: [info@actionbladdercanceruk.org](mailto:info@actionbladdercanceruk.org)

**Further information is on our website.**

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