

MacQueen Award 2012 for Excellence in Education: Application Form

All entries must arrive electronically by 5pm on Friday 3rd August 2012

Please read the important information for all applicants at the end of this form and the Explanatory Notes and Terms and Conditions document.

<u>Applicant Details</u>		
Dr / Miss / Mrs / Ms / Mr / other (please state) First Name: Surname:	CPHVA membership number	
NHS Trust / Employer & address:		
Position/ Job Title of applicant.		
Preferred contact details:	Tel:	Email:
	Mobile:	
	Address	
How did you come to know of the award? Please tick all that apply opposite.	1. advert in Community Practitioner <input type="checkbox"/> 2. CPHVA electronic newsletter <input type="checkbox"/> 3. announcement at conference <input type="checkbox"/> 4. told of it by a colleague <input type="checkbox"/> 5. from the CPHVA E&D Trust web link <input type="checkbox"/> 6. Other <input type="checkbox"/>	

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<u>Project Details</u>	
1) Project Title	
2) Please give a description of the educational development delivered as a project or new initiative achieving a level of transfer of knowledge (no more than a 500 words).	
3) Please specify the target group/s the project addresses and provide brief details of their <u>key</u> learning needs (no more than a 100 words).	
4) What prompted you to develop this initiative/project, i.e. the evidence that this project is / was needed?	
5) What is unique about your initiative/project?	
6) How does the work you describe relate to current local and / or Department of Health Policy?	
7) Describe the approach you used to develop this initiative/project, any learning from it and how you addressed any challenges encountered (no more than a 300 words).	
8) Who has been involved in the work you have been leading? (For example: partner organisations / service users / students / colleagues etc).	
Explain how you engaged them and the difference their contribution made to the educational development initiative/project (no more than a 200 words).	

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9) Is this initiative/project completed or ongoing? _____

9b) Please give a date of completion or expected date of completion. _____

10) Please detail how you evaluated / will evaluate this initiative/project and, where available, summarise your conclusions.

NB: We are particularly interested to know what wider contribution this project has had or is likely to have for knowledge transfer across different groups e.g. professional groups, service users groups or organisations (no more than a 300 words).

11) How transferable is this initiative/project to other organisations? You may wish to indicate any adaptations that may be necessary. (no more than 50 words)

12) How have you disseminated or plan to disseminate the findings of this educational initiative/project locally (within your organisation), regionally and or nationally?

13) If successful, how would you use the award money to further develop / support the initiative/project?

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Supporting Independent Statement

Please ask your line manager or equivalent to complete and sign this section and **ensure that you scan in this page to accompany your electronic application**. NB: Applications without the supporting independent statement will not be considered.

Applicant's name: _____

Please Comment on

a) How the applicant has developed existing practice by undertaking this project.

b) The impact the project has had on peers, students, clients / service users.

Manager's Name and Title

Work based address:

Telephone Number:

Email:

Manager's Signature _____
Trust Stamp required

Date:

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Important information for all applicants. Please also read accompanying Explanatory Notes and Terms & Conditions Document:

1. Eligibility

- a. All CPHVA members are eligible and welcome to apply for the MacQueen Awards.
- b. Previous winners are not eligible to re-apply within 5 years.
- c. To avoid any conflict of interest, Professional Advisory Committee (PAC) members and Trustees are ineligible to apply for any awards serviced by the committee.

2. The two awards

- a. **The first prize of the MacQueen Award of £4000.00 has two components:**
 1. **£1000 is for the personal use of the winner.** The winner may use this money as s/he wishes. No conditions are attached to this component.
 2. **£3000 is allocated to further develop / support the project or a related project.** A related project is one that has developed or emerged from the original work for example through its evaluation.
- b. **The second prize of the MacQueen Award of £2000.00 has two components:**
 1. **£500 is for the personal use of the winner.** The winner may use this money as s/he wishes. No conditions are attached to this component.
 2. **£1500 is allocated to further develop / support the project or a related project.** A related project is one that has developed or emerged from the original work for example through its evaluation.

3. **Applications together with the signed supporting independent statement must be submitted electronically** to Kitty Lamb, Chair of the Professional Advisory Committee. Email: kittylamb1@live.com by the **closing date for applications on 5pm, Friday 3rd August 2012**
4. All short-listed applicants will be notified on **Friday 17th August 2012.**
5. Interviews will be held in London on **21st September 2012** at Unite, Transport House, 128 Theobald's Road, Holborn, London, WC1X 8TN.
6. We urge short listed candidates to book day return saver travel tickets ASAP after notification so as to avail the best online offers from Train Line or equivalent.
7. Please note that **short-listed applicants will be required to deliver a 10-minute presentation about their project** to a judging panel.