

THE BRITISH DIETETIC ASSOCIATION GENERAL AND EDUCATION TRUST



GRANT APPLICATION FORM

NAME:	TELEPHONE:
ADDRESS:	FAX:
	EMAIL:
QUALIFICATIONS:	

TITLE OF GRANT REQUEST:

SUMMARY OF WHAT THE GRANT IS FOR:
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PROPOSED DURATION:	TOTAL AMOUNT REQUESTED:
START DATE:	£

1 AIMS AND OBJECTIVES OF THE PROJECT:

(a) PLEASE STATE THE AIMS AND OBJECTIVES OF WHAT YOU HOPE TO ACHIEVE WITH THE GRANT:

(b) PLEASE SPECIFY HOW THE AIMS AND OBJECTIVES OF THE PROJECT WILL BENEFIT (ACTUALLY OR POTENTIALLY) "THE SCIENCE AND PRACTICE OF DIETETICS":

2 FULL DESCRIPTION OF HOW YOU WILL USE THE GRANT, PLEASE PROVIDE SOME BACKGROUND INFORMATION, A FLOW CHART OF THE SEQUENCE OF EVENTS AND THE TIME FRAME YOU WILL BE WORKING IN:

3 HAVE YOU MADE AN APPLICATION TO ANY OTHER ORGANISATION FOR FUNDING OF THIS PROJECT? PLEASE PROVIDE DETAILS

4 MONITORING ARRANGEMENTS

PLEASE EXPLAIN HOW YOU PROPOSE TO MONITOR AND EVALUATE THE PROJECT, SETTING OUT THE CRITERIA YOU PROPOSE TO USE FOR ASSESSING ITS EFFECTIVENESS IN MEETING ITS AIMS AND OBJECTIVES.

(please continue on a separate sheet if necessary)

5 ETHICAL APPROVAL

IS ETHICAL COMMITTEE APPROVAL NEEDED FOR THE PROJECT?

YES

NO

IF 'YES' PLEASE INCLUDE A COPY OF THE APPROVAL.

PLEASE TICK ONE BOX

OFFICE USE

YES

NO

APPROVAL RECEIVED

IF UNSURE CONTACT INFORMATION IS AVAILABLE ON THE CENTRAL OFFICE FOR RESEARCH ETHICS COMMITTEES.
WEBSITE, WWW.COREC.ORG.UK

6 PLANS FOR DISSEMINATION

Please explain how you intend to feed project outputs back into dietetics. The Trustees will require outcomes to be published in Dietetics Today or the Journal of Human Nutrition and Dietetics. Other publications will be considered on an exceptional basis.

ACCEPTANCE OF CONDITIONS

I have read the terms and conditions (available on the BDA website) and if my application is successful I agree to abide by them. I shall be actively engaged in, or responsible for the project.

Signed: _____

Date: _____

SCHEDULE A: DETAILS OF GRANTS REQUESTED

FIXED	YEAR 1 £	YEAR 2 £	YEAR 3 £
OFFICE EQUIPMENT			
COMPUTER HARDWARE			
COMPUTER SOFTWARE			
PRINTING			
OTHER (E.G. RECRUITMENT, TRAINING, PLEASE SPECIFY)			
SUB TOTAL			

OTHER EXPENSES	YEAR 1 £	YEAR 2 £	YEAR 3 £
COST OF MEETINGS, TRAVEL AND SUBSISTENCE			
ADMINISTRATIVE SUPPORT			
POSTAGE, PHOTOCOPYING			
TELEPHONES			
SUB TOTAL			

SALARIES (IF APPLICABLE)	YEAR 1 £	YEAR 2 £	YEAR 3 £
SALARY (A) INCLUDING ALL EMPLOYERS COSTS			
SALARY (B) INCLUDING ALL EMPLOYERS COSTS			
(CONTINUE WHERE NECESSARY)			
SUB TOTAL			

TOTAL			
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If the project is to run for more than 1 year you will need to specify the cost assumptions you are making (e.g. 'at 2011 prices' or 'assuming 5% inflation per annum', etc) Applications for salaries must include a copy of a job description and person specification for each post.

SCHEDULE B: CV OF APPLICANTS OR A DESCRIPTION OF THE SPONSORING ORGANISATION

DESCRIPTION OF SPONSORING ORGANISATION

SIGNATURE ON BEHALF OF THE ORGANISATION

*FINANCE DIRECTOR/ADMINISTRATOR/BURSAR/HEAD OF DEPARTMENT
(*Delete as applicable)

NAME:	JOB TITLE:
ADDRESS:	TELEPHONE NUMBER:
	FAX NUMBER:
	EMAIL:

OFFICER RESPONSIBLE FOR ADMINISTRATION OF GRANT IF APPROVED:

NAME:	JOB TITLE:
ADDRESS:	TELEPHONE NUMBER*:
	FAX NUMBER* :
	EMAIL* :

(*If different from above)