

## **Terms and Conditions – Education Bursary Scheme**

Acceptance of an education bursary from the MND Association indicates you agree to be bound by the terms and conditions of the scheme. Please ensure you read and understand these.

### **1. Scope**

1.1 The bursary scheme is designed to enable professionals to access educational activities that will further strengthen and improve the care and support they provide to people living with and affected by MND.

1.2 The MND Association offers a limited number of bursaries to the maximum value of **£250**, to cover educational course fees only. We will not meet associated costs such as travel, books, accommodation or other expenses.

1.3 The bursary scheme is intended to support professionals engaging in educational activity that address areas of limited knowledge or supports development of expertise.

We welcome bursary applications for a range of professional education activities related to MND; however, we will prioritise applications for activities that meet our priority areas.

#### **Priority areas:**

- **cognitive impairment and frontotemporal dementia**
- **respiratory management**
- **palliative and end of life care**
- **augmentative and alternative communication**
- **nutrition and gastrostomy**
- **psychological support**
- **multidisciplinary team working**
- **research methods**

### **2. Eligibility**

2.1 The applicant must currently be employed (full or part time) as a health or social care professional in England or Wales. Northern Ireland has a separate scheme.

2.2 The applicant will currently work with people living with or affected by MND, as a requirement of their current employment.

2.3 The applicant must demonstrate an on-going professional commitment to the care of people living with and affected by MND. This will be assessed by the MND Association based on the information the applicant provides in their application form.

2.4 Applications must be submitted at least two months before the start date of the educational activity and will be assessed on a rolling basis to facilitate a timely response.

2.5 A maximum of one bursary – partial or full - will be awarded to successful applicants within a rolling twelve month period.

2.6 If applicants are not successful in one submission, they can reapply as long as the eligibility criteria are met, and the application is received at least two months before the start date of the educational activity.

2.7 Care centre and network co-ordinators and regional care development advisers are not eligible for the bursary. Applications from health and social care professionals working within care centres and networks will be considered.

### **3. Applicant**

3.1 The applicant will define learning objectives of the education activity and how they intend to implement learning within their practice.

3.2 The applicant must provide the Association with a copy of their certificate of attendance or similar to confirm they attended the course, within the timeframes outlined in their acceptance letter.

3.3 If a certificate or proof of participation is not submitted within the specified timeframe, the applicant and/or their employer may be required to return the full value of the bursary awarded.

3.4 If the applicant no longer wishes to participate in the educational activity or defer, they must notify the Association immediately to initiate a discussion. Individual circumstances will be considered in order to arrive at a mutually acceptable solution.

3.5 The applicant agrees to complete a questionnaire and/or telephone interview conducted by the Association (or a partner of) to evaluate the bursary scheme.

3.6 If successful, the applicant agrees to the Association publicising their receipt of a bursary from the charity.

### **4. MND Association**

4.1 The Association will assess each applicant based on their application. Bursaries are awarded at the Association's discretion.

4.2 The Association will prioritise applications for educational activities which meet the charity's education strategic priorities (see clause 1.3)

4.3 The Association aims to respond to applicants with a decision within two weeks of submission.

4.5 If successful, the Association will contact the applicant by letter and enclose a cheque for the amount awarded.

4.6 The Association reserves the right to make changes to these terms and conditions from time to time.

4.7 The Association may offer partial bursaries if deemed appropriate.

## **5. Queries**

5.1 Any questions about these terms and conditions should be addressed to the Association's education and information team via email – [education@mndassociation.org](mailto:education@mndassociation.org)

5.2 If you have any queries regarding your application, these should also be addressed to the education and information team at [education@mndassociation.org](mailto:education@mndassociation.org)