**SAS Doctors Innovation Funding**

**Application Guidance & Form 2022-23**

Please read carefully before **electronically** completing page 2 and 3

* All application forms must be completed electronically, signed and emailed to the Health Education England (HEE) east of England (EoE) SAS mailbox: sas.eoe@hee.nhs.uk. Handwritten or posted forms will be rejected.
* Applications for innovation funding are invited for up to a maximum of £5,000. Any applications exceeding this amount will be considered, but only a maximum of £5,000 may be awarded. HEE EoE reserves the right to adjust the maximum funding allocation dependant on the number of applications received. Please be aware there is a limited budget available.
* Please be aware that HEE EoE are unable to award funding for activities that take place in the new financial year, and therefore would ask that your application applies only to activity that takes place before **1st April 2023**.
* Applications for a capital investment only (e.g. a piece of equipment) will be rejected outright.
* Applications for attendance at courses should be made locally through your employing Trust or the SAS central process as this is what the SAS **development** fund is designed for. Applications for attendance at courses will be rejected unless this directly relates to the project.
* The information you provide in the application below must demonstrate the following as a minimum standard:
* Exactly what the funding is for and a breakdown of costs.
* Whether or not this project / research is sustainable.
* How this funding is beneficial to you as an individual.
* How this funding is beneficial for your patients.
* How this funding is beneficial for your department.
* How this funding is beneficial nationally.
* Preference will be given to applications that demonstrate investment in big picture projects or ideas that are clearly innovative and will benefit a large number of SAS Doctors**.**
* Your application must be read and **signed** by the SAS Tutor in the Trust you are applying from, prior to submission. Contact details of all SAS Tutors can be found on the [SAS pages of the Health Education England, east of England website](https://heeoe.hee.nhs.uk/sas-new).

Successful applicants will be expected to provide feedback as requested by HEE EoE regarding their projects progress, to demonstrate effectiveness of spending by **10th March 2023**. This may be in the form of a report, feedback summaries, PowerPoint presentation, poster, or a short video.

* Any presentations, papers etc. arising from use of the funding should acknowledge the role of HEE EoE in providing financial support.  For those who have been successful in the past, future applications will only be considered if these requirements are met.
* Any award of funding will be allocated to your employing Trust via the next available LDA. You must liaise with the SAS tutor or Medical Education Manager at your Trust to arrange a local arrangement to access any funding approved.
* Funds cannot be transferred to another hospital, if you resign or move Trust, any balance will be reclaimed by HEE.
* Please ensure you provide all details requested on application form, including full break down cost. Incomplete applications will not be considered.

**THE DEADLINE FOR APPLICATIONS IS: 14:00hrs on 10th June 2022**

**SAS DOCTORS INNOVATION FUNDING**

**APPLICATION FORM 2022-23**

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| **Details of Bidder– all boxes must be completed** |
| **Full name of applicant:** |  |
| **Applicant’s job title:** |  | **Applicant’s specialty:** |  |
| **Applicant’s email:** |  | **Applicant’s telephone no:** |  |
| **Name of applicant’s employing Trust:** **(If bid successful, funding will be paid to this Trust)** |  | **Trust contact name:** **(e.g. MEM)** |  |
| **Trust contact email address:** **(e.g. MEM)** |  | **Trust contact telephone no:** |  |

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| **Details of Bid– all boxes must be completed** |
| **Project title:** |  |
| **Project start date:** |  | **Number of months to complete:** |  |
| **Please outline the proposed timeline of the project:** |  |
| **Total amount of funding requested:** |  |
| **Full breakdown of costs:** |  |

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| **Please outline in more than 100 words full details of your proposal:** |
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| **Please provide project objectives and expected outcomes.**  |
| **Project Objectives** *
*
*

**Expected outcomes***
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*
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| **Intended benefits for patients, department, and wider organisation:** |
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| **Will this project enhance patient safety? If yes, please explain how:** |
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| **Has SAS development funding previously been granted to you for the current financial year?** [ ]  Yes [ ]  No  |

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| **Declarations** |
| I confirm full understanding that any funding applied for must be in relation to activity taking place in the current financial year (up to 31st March 2023). |  |
| I agree to provide feedback regarding my projects progress, to demonstrate effectiveness of spending by 10th March 2023. |  |
| I understand that an award cannot be transferred to another hospital. If I resign or move Trust, any balance from my project will be reclaimed by HEE. |  |

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| **SAS Tutor Approval (for SAS Tutor to complete)** |
|  **Application approved** [ ]  |  **Comments:** |
|  **Application rejected** [ ]  |  **Comments:** |
| **SAS Tutor’s signature** |  |
|  **Date** |  |

***Once completed electronically in full, please email this application to (******sas.eoe@hee.nhs.uk******) for HEE to review.***

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| **HEE Decision (for SAS Associate Dean/relevant manager to complete)** |
|  **Application approved** [ ] **(Funding confirmation letter and invoicing instructions to follow)** |  **Amount awarded £** |
|  **Application rejected** [ ]  |  **Comments** |
| **SAS Associate Dean/relevant manager’s signature** |  |
|  **Date** |  |