

Masonic Charitable Foundation 2021/22 Hospice Grants – Re-imagining Day Hospice Services

Application Questions

The information below outlines the questions found in the online application form. We suggest you use this information to help you develop your full application, e.g. use Word and then cut and paste into the online form.

Name of Organisation, Project Lead, Role and Contact Details

Project title

(maximum 25 words)

Project summary

This summary may be used in publicity concerning the grant programme
(maximum 100 words)

Project beneficiaries

Who are those that will directly benefit from your project?
(maximum 150 words)

How many patients do you expect to directly benefit from the project?

Please provide a reasonable estimate of the number of patients who will benefit from your project over a twelve month period once the project is completed.
(Numerical value only)

What is the current provision of day hospice services offered by your organisation for this group of beneficiaries?

Tell us what is currently available to the group of people who will benefit from your project.
(maximum 150 words)

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Tel: 020 7520 8200 **Fax:** 020 7278 1021 **Email:** info@hospiceuk.org www.hospiceuk.org

Why is there a need for enhancing your day hospice services?

You will be required to demonstrate why there is a previously unmet need for your project locally.

(maximum 200 words)

How does the project address this need?

You will need to explain how your project addresses the stated unmet need.

(maximum 150 words)

Explain how service users will be involved in the project

Include evidence of involvement and consultation with current and future service users. Where this is to be achieved through partnership working with other agencies, please indicate what degree of engagement the partner organisation will have in this project

(maximum 150 words)

Activities - describe the activities of your project e.g. what you plan to do

What are the most important activities you will deliver during your project?

(maximum 250 words)

Outputs – what will result from your project's activities?

What will be the products, services or facilities that result from your project's activities?.

(maximum 200 words)

Outcomes - what will be the result of the project once it has been completed?

What will be the change, benefit, learning or other effects that result from your project? Please identify at least three desired outcomes that you can report on

(maximum 200 words)

Lasting Impact

What will you do to make sure the key outcomes of your project will be sustained beyond the funding period and how will you disseminate the lessons from your project?

(maximum 100 words)

How will you monitor progress and ensure it completes on time?

(maximum 150 words)

Evaluation

How will you demonstrate, using reliable and validated outcome measures, the difference your project makes to those whom you have identified as the primary beneficiaries of your project,?

(maximum 150 words)

Risks

What are the potential risks for the project and how will these be mitigated?

(maximum of 150 words)

What needs to happen before you are able to start the project?

If the project requires the appointment of project staff, do you envisage that they will be appointed from existing staff or will they be newly recruited?

Please provide the start and completion dates of your project

Start:

End:

Please provide a breakdown of the costs of the project, using appropriate budget headings, identifying the total project cost.

You can submit a more detailed breakdown of your costs separately but, if you do this, please also complete this question with topline information rather than saying 'please see attached'.

Total project cost

(Numerical field only, do not use £ signs or decimal places)

Please identify what elements of the project are to be funded from other sources and how much

Amount requested

(Numerical field only, do not use £ signs or decimal places)

How do you propose to fund the project beyond the lifetime of the grant?

The project activity should be sustainable once the funding has ended. This might be, for example, through collaboration of the hospice with a partner organisation.

(maximum 150 words)

The number of months running costs in free reserves, according to your most recent audited accounts

Please use this space to tell us about any relevant information regarding the level of reserves held by your hospice to enable us to fully consider your request

Date of the most recent audited accounts

Statement of support from chief executive officer:

This application must be endorsed with a statement from the chief executive or equivalent on how the proposed work fits with the strategic direction and business plan of the applicant organisation; provide assurance that this work will make a difference in practice and the organisation will take responsibility to review the progress of the project to ensure that change is effected; and describe any other support which will be provided.

**Deadline for submitting an application and supporting documents is:
Monday, 14 February 2022 at 17:00**