The grant is for the purpose of attending or presenting at any educational forum pertaining to neonatal nursing. A maximum of $6,000 will be awarded each financial year (July to June). Applications may be made at any time. The branch committee will aim to make decisions on applications within four weeks of receiving the application.

# **Categories**

1. Large grant of $2,000, two only per financial year.
2. Small grants of up to $500, four per financial year or at the discretion of the branch committee.

# **Eligibility**

* ACNN NSW Branch member who is financial and has been for not less than 18 months before the application, and is currently working in the area of neonatal care.
* Members are eligible to apply again two years after receiving a grant.

# **Rules for small grants**

* Applicants must submit an up-to-date curriculum vitae.
* Applications will be assessed by the branch committee. The decision of the committee is final.
* The method for payment of small grants is by direct reimbursement to members and requires receipts for the cost of the grant request. No payments can be made without receipts.
* Should a decision be required for limited availability of grants, preference will be given to first time applicants.

# **Rules for large grants**

* Applicants must submit an up-to-date curriculum vitae.
* Priority will be given to applications where the applicant has been accepted to present a paper or poster. A copy of the letter of acceptance to present must be included with the application.
* Any member who receives a large grant must submit a detailed report within three months of attending the educational forum, for publication in the ACNN newsletter.
* Applications will be assessed by the branch committee. The decision of the committee is final.
* The method for payment of large grants is by direct reimbursement to members and requires receipts for the cost of the grant request. No payments can be made without receipts.

Please email applications to nswbranch@acnn.org.au

# Application for Jessie Everson-Checkley Education Grant

**For all applications:** I am applying for: [ ]  large grant [ ]  small grant

Name:

Address:

Email: Mobile:

Place of work:

**Details of education forum** (attach copy of program if available)

Title:

Event presenter (e.g. professional organisation, hospital):

Date of event:

Are you presenting? [ ]  No [ ]  Yes *If yes,* [ ]  Paper [ ]  Poster

Title of paper/poster:

Please write 100 words supporting this application, on why the particular educational forum is relevant to neonatal nursing and your professional development, and what contribution you will make to neonatal nursing by attending. Attach as a separate page.

**For large grants only -** *please supply details of all costs relating to this application*

Registration fee:

Travel expenses:

Other expenses (details):

Total cost:

Have you received for assistance from any other source? [ ]  No [ ]  Yes *If yes*, state amount:

## Declaration by applicant

I understand that if successful in receiving a grant in full or part, I will comply with the conditions and requirements outlined in the rules for ACNN NSW Branch Jessie Everson-Checkley small or large grants, including provision of receipts, CV and, where applicable, post-event report.

Signature: Date / /