

**PPEF GUIDANCE NOTES FOR SCHEME B**

The maximum amount available for Scheme B is £3,000. This scheme is for those undertaking individual scholarship activity or who are self-funding speakers or presenters attending a conference.

**Criteria for Applicants for Individual Scholarship Awards**

1. All applicants must be currently registered with the Health and Care Professions Council (HCPC) in good standing
2. Applicants must give details of other financial assistance given or applied for in connection with the current proposal. Applicants are expected to keep the Trustees informed of the outcomes of any other applications
3. Applicants must supply evidence that
	* they have been accepted on the programme of study for which they are applying for funding

or

* + their poster or oral presentation has been accepted by the conference organisers :-give link to conference website
1. Applicants may submit only one application for a programme or conference attendance. Previously successful applicants applying for funding for a different study programme or conference will be considered
2. Applications for funding should be made no more than 12-months before the proposed commencement date of the study programme
3. Applicants seeking funding for study programmes conducted overseas are unlikely to gain an award if a comparable course is available in the UK
4. Whilst an award will not be given to fund participation in group trips or exchanges merely to observe overseas practices, applications will be considered from those members visiting foreign countries to research and evaluate particular physiotherapeutic methods and techniques or professional issues
5. Grants and awards shall only be used for the purposes agreed by the Trustees
6. Evidence of expenditure, to include receipts must be submitted to the Trustees on request
7. PPEF reserves the right to demand a refund of the award if it is deemed that the funds were used for purposes other than those stated in the application or if the project is not completed

**Completing the form**

Give as much information as you can so that the Trustees have as full an idea as possible of your plans.

Please submit evidence of fees required e.g. programme brochure, letter from institution/course leader.

Please list any other grants you have applied for indicating the amount requested and whether or not the application was successful

**Justification**: The quality of this statement is very important and may affect whether or not funding will be awarded. Please type on 1 side of A4 maximum, minimum font size 10.

The Justification should be presented under the three following headings:

* Justification for undertaking this particular programme / attending congress
* Relevance to your future continuing professional development
* Benefit to the physiotherapy profession.

**Post graduate qualifications:** Please submit details of your post-qualifying employment and education on 1 side of A4 maximum, minimum font size 10, including all relevant dates for education and employment.