



Marking Schedule

The Constance Owens Liverpool Award for Service Development

Purpose: provides funding to support an individual occupational therapist participating in a service development activity or project relevant to occupational therapy, and which will have a likely impact on the outcomes for service users and / or carers, the effectiveness of the occupational therapy service, and on the profession / professional practice.

Applicant name and award reference number:

Application screening (score out of 3)

- ☐ The application form has been completed in typescript using minimum Arial 10pt
- ☐ Relevant sections completed in space/word count allowed; no superfluous attachments
- ☐ Supporting documentation appended as requested in the award specific guidance

Comments:

Scoring for each of the criteria:

Strongly agree / Excellent = 4

Agree / Good = 3

Disagree / Fair = 2

Strongly disagree / Poor = 1

Presentation (score out of 4)

1. The application is grammatically sound, with a coherent structure and use of headings, and consistent attention to detail.

4 ☐

3 ☐

2 ☐

1 ☐

Comments:

Content (score out of 20)

2. The application clearly demonstrates that the planned activity/project will meet the overall purpose of the award.

4 ☐

3 ☐

2 ☐

1 ☐

Comments:



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<p>3. The applicant's knowledge, skills, and experience match the demands of the planned activity/work.</p> <p>4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/></p> <p>Comments:</p>
<p>4. The project design / activity plan is rigorous/well thought out.</p> <p>4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/></p> <p>Comments:</p>
<p>5. The applicant gives due consideration to the ethical issues and any permissions that may be relevant to undertake the activity.</p> <p>4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/></p> <p>Comments:</p>
<p>6. The applicant robustly explains how the funding will be used to support the proposed activity.</p> <p>4 <input type="checkbox"/> 3 <input type="checkbox"/> 2 <input type="checkbox"/> 1 <input type="checkbox"/></p> <p>Comments:</p>

<p>Benefits to service users and the profession (score out of 16 – double weighted category)</p>
<p>7. The project/activity will have a direct/indirect impact or benefit to the occupational therapy service and service users/carers.</p> <p>8 <input type="checkbox"/> 6 <input type="checkbox"/> 4 <input type="checkbox"/> 2 <input type="checkbox"/></p> <p>Comments:</p>



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8. The project/activity will have a likely impact or benefit for the profession e.g. by demonstrating outcomes/VFM, an occupation-focused approach, increasing evidence/knowledge.

8 ☐

6 ☐

4 ☐

2 ☐

Comments:

Professional Development (score out of 16)

9. The applicant convincingly explains how the project/activity will contribute to their CPD.

4 ☐

3 ☐

2 ☐

1 ☐

Comments:

10. There are three SMART (specific, measurable, achievable, realistic, timely) targets which are directly related to the outcomes of the project/activity.

4 ☐

3 ☐

2 ☐

1 ☐

Comments:

11. The SMART targets include outcomes for both the applicant's individual advancement and benefit to the profession and/or service users.

4 ☐

3 ☐

2 ☐

1 ☐

Comments:

12. The dissemination plan explicitly sets out how the applicant will communicate the outcomes of the project/activity.

4 ☐

3 ☐

2 ☐

1 ☐

Comments:



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Summary comments

Score		
Category	Maximum available score	Assessor scores
Application screening	3	
Presentation	4	
Content	20	
Impact / benefits	16	
Professional Development	16	
Total	59	

Recommendation	
Fundable i.e. meets award specific criteria, realistic in terms of timescales and costs	
Not fundable i.e. does not meet award specific criteria, not realistic in terms of timescales and costs	
Discuss	
Assessor name:	Date: