Eden Travel Award – application form 2025

Please read the guidance notes and refer to the marking schedule before completing this form. They can be found [here](https://www.rcot.co.uk/discover-membership/awards/annual-awards-learning-development-research).

## Office use only

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| Application reference number: | Date received: |
| Acknowledgment: | Eligibility screening: |

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| Section one: activity | | | | | |
| Title of activity: | |  | | | |
| Activity start date: | |  | | Activity end date: |  |
| 1. Tell us about activity you would like to undertake and give details of the place you need to travel to and from. Explain how the funding will be used to cover travel costs required to support the proposed activity (200 words). | | | | | |
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| Word count |  | | | | |
| 1. Ethics: outline the ethical issues with this project (even if formal ethical approval is not required), and include any relevant permissions required to undertake the project/activity (250 words max). | | | | | |
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| Word count |  | | | | |
| 1. Is ethical approval required? | | | Yes/No (delete as appropriate) | | |
| If yes, give application reference number and provide a copy of the confirmation if already granted, or indicate when approval is anticipated. | | | | | |
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| Section two: supporting statement  Provide a supporting statement in the space below (do not append a separate document). | |
| 1. Describe your role in the planned activity and explain the main learning outcomes expected from the proposed activity (100 words). | |
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| Word count |  |
| 1. Explain how your involvement in the planned activity contributes to your continuing professional development, and how it might enhance your future practice and/ the wider occupational therapy profession (200 words). | |
|  | |
| Word count |  |
| Describe how your participation in this activity will benefit the quality of your work, the service you work in, the people you work with and/ or the wider profession (200 words). | |
|  | |
| 1. Describe how your participation in this activity will benefit the quality of your work, the service you work in, the people you work with and/ or the wider profession (200 words). | |
|  | |
| Word count |  |
| 1. Provide details on how you expect to implement and/or share any learning, and the timeframe for this (100 words). | |
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| Word count |  |
| 1. Other information relevant to the application (research, publications, education, experience). (200 words). | |
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| Word count |  |

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| Section three: financial assistance | | |
| 1. What is the anticipated overall cost of the activity? | | £ |
| 1. Give a breakdown of the financial support requested from the Eden Travel Award. These must be actual costs expected to incur. Total sum requested should not exceed the award sum available (£750 per award). | | |
|  | | |
| Total: | £ | |
| 1. If the activity is being supported, or considered for support, by any other organisations, including RCOT, please provide details below: | | |
| Applied to: |  | |
| Amount of funding sought: |  | |
| Amount of funding receive/promised: |  | |
| 1. Please give details of any other sources of funding not covered above. | | |
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**Supporting evidence**

Please attach with your application form documentary evidence confirming your participation in the planned activity (refer to the award specific guidance notes), and ethics approval(s) if relevant. List your attachment(s) below:

1.

2.

**Declaration**

I have read the guidance notes, including the award specific guidance relevant to this award application: Yes/No(delete as appropriate)

I have completed the application form myself: Yes/No (delete as appropriate)

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| --- | --- |
| Signature/name of applicant: |  |
| Date: |  |

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| Section four: individual or lead applicant personal details | | | | |
| Title: |  | | | |
| Surname: |  | Forenames: | |  |
| Daytime contact number: |  | | | |
| Email: |  | | | |
| BAOT No: |  | | | |
| Date (month and year) BAOT membership commenced: |  | | | |
| **Brief curriculum vitae**  Provide the information requested in the spaces below. Do not attach a separate CV. | | | | |
| Give details of professional and academic qualifications (degrees, diplomas), including type/name of qualification, subject area, institution/awarding body and dates (200 words max). | | | | |
|  | | | | |
| Word count |  | | | |
| Award information source (where did you hear about this award?) | | |  | |
| Where is this application being submitted from: | | | England/Scotland/Wales/Northern Ireland (delete as appropriate) | |

**Second Applicant Personal Details**

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| --- | --- | --- | --- | --- | --- |
| Section four: second applicant personal details | | | | | |
| Title: |  | | | | |
| Surname: |  | | Forenames: | |  |
| Daytime contact number: |  | | | | |
| Email: |  | | | | |
| BAOT No: |  | | | | |
| Date (month and year) BAOT membership commenced: |  | | | | |
| **Brief curriculum vitae**  Provide the information requested in the spaces below. Do not attach a separate CV. | | | | | |
| Give details of professional and academic qualifications (degrees, diplomas), including type/name of qualification, subject area, institution/awarding body and dates (200 words max). | | | | | |
|  | | | | | |
| Word count: | |  | | | |
| Award information source (where did you hear about this award?) | | | |  | |
| Where is this application being submitted from: | | | | England/Scotland/Wales/Northern Ireland (delete as appropriate): | |

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| Section four: third applicant personal details | | | | | |
| Title: | |  | | | |
| Surname: | |  | Forenames: | |  |
| Daytime contact number: | |  | | | |
| Email: | |  | | | |
| BAOT No: | |  | | | |
| Date (month & year) BAOT membership commenced: | |  | | | |
| **Brief curriculum vitae**  Provide the information requested in the spaces below. Do not attach a separate CV. | | | | | |
| Give details of professional and academic qualifications (degrees, diplomas), including type/name of qualification, subject area, institution/awarding body and dates (200 words max). | | | | | |
|  | | | | | |
| Word count: |  | | | | |
| Award information source (where did you hear about this award?): | | | |  | |
| Where is this application being submitted from: | | | | England/Scotland/Wales/Northern Ireland (delete as appropriate): | |

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| --- | --- | --- | --- | --- | --- |
| Section four: fourth applicant personal details | | | | | |
| Title: | |  | | | |
| Surname: | |  | Forenames: | |  |
| Daytime contact number: | |  | | | |
| Email: | |  | | | |
| BAOT No: | |  | | | |
| Date (month and year) BAOT membership commenced: | |  | | | |
| **Brief curriculum vitae**  Provide the information requested in the spaces below. Do not attach a separate CV. | | | | | |
| Give details of professional and academic qualifications (degrees, diplomas), including type/name of qualification, subject area, institution/awarding body and dates. (200 words max) | | | | | |
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