RCOT Annual Awards 2025

The Constance Owens Liverpool Award for Service Development

**Purpose:** This award 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 people who access occupational therapy services and/or carers, the effectiveness of the occupational therapy service, and on the profession/professional practice.

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| Applicant reference number: | COLASD |

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| Yes/No | Applicant screening (score out of 4) |
|  | The application form has been completed using a minimum Arial font size of 11pt. |
|  | The relevant sections have been completed within the allowed space/word count, with no unnecessary attachments. |
|  | Supporting documentation is attached as requested in the award-specific guidance. |
|  | BAOT number checked. |
| **Comments:** | |

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| Scoring for each of the criteria: |
| Strongly agree/Excellent = 4 Agree/Good = 3 Disagree/Fair = 2  Strong disagree/Poor = 1 Not applicable/Not complete = 0 |

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| 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 |  | 0 |     **Comments:** |

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| Content (score out of 20) |
| 1. The application clearly demonstrates that the planned activity/project will meet the overall purpose of the award.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 4 |  |  | 3 |  |  | 2 |  | 1 |  | 0 |   **Comments:** |
| 1. The applicant’s knowledge, skills, and experience match the demands of the planned activity/project.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 4 |  |  | 3 |  |  | 2 |  | 1 |  | 0 |   **Comments:** |
| 1. The project design/activity plan is rigorous/well thought out.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 4 |  |  | 3 |  |  | 2 |  | 1 |  | 0 |   **Comments:** |
| 1. The applicant gives due consideration to the ethical issues and any permissions that may be relevant to undertake the project/activity.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 4 |  |  | 3 |  |  | 2 |  | 1 |  | 0 |   **Comments:** |
| 1. The applicant robustly explains how the funding will be used to support proposed project/activity.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 4 |  |  | 3 |  |  | 2 |  | 1 |  | 0 |   **Comments:** |

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| Benefits to people who access occupational therapy services/carers and the profession (score out of 16 – double weighted category) |
| 1. The project/activity will have a direct/indirect impact or benefit to people who access occupational therapy services/carers or service development.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 8 |  |  | 6 |  |  | 4 |  | 2 |  | 0 |   **Comments:** |
| 1. The project/activity will have a likely impact or benefit for the profession e.g., by demonstrating outcomes/value for money, an occupation-focused approach, increasing evidence/knowledge.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 8 |  |  | 6 |  |  | 4 |  | 2 |  | 0 |   **Comments:** |
| **Professional Development (score out of 16)** |
| 1. The applicant convincingly explains how the project/activity will contribute to their CPD.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 4 |  |  | 3 |  |  | 2 |  | 1 |  | 0 |   **Comments:** |
| 1. The overall aim of the project (what they intend to achieve) and up to three objectives (how they will achieve the aim) are directly related to the project/activity.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 4 |  |  | 3 |  |  | 2 |  | 1 |  | 0 |   **Comments:** |
| 1. The overall aim and three objectives relate to either the applicant’s individual advancement or benefits the profession and/or people who access occupational therapy services/carers in the UK.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 4 |  |  | 3 |  |  | 2 |  | 1 |  | 0 |   **Comments:** |
| 1. The dissemination plan explicitly sets out how the applicant will communicate the outcomes of the project/activity.  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | 4 |  |  | 3 |  |  | 2 |  | 1 |  | 0 |   **Comments:** |

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| Summary comments |
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| Score | | |
| **Category** | **Maximum available score** | **Assessor score** |
| Application screening | 4 |  |
| Presentation | 4 |  |
| Content | 20 |  |
| Impact/benefits | 16 |  |
| Professional development | 16 |  |
| Total | 60 |  |

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| Recommendation | | Y/N |
| **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** (identify areas for discussion). | |  |
| **Assessor name:** | **Date:** | |