

# Innovation Seed Fund Pilot 2024

## FAQs and guidance

The Innovation Seed Fund Pilot is available to help you progress your change/improvement idea or project. We want to support you to overcome barriers to implementing your idea.

Below are some FAQs to help you with your application. We want you to submit the best application possible, so please do reach out to our Service Innovation Manager, Suzy England. She's happy to discuss your application. You can contact her at [Suzy.England@rcot.co.uk](mailto:Suzy.England@rcot.co.uk).

### **Who can apply?**

Anyone who is an RCOT professional member, at any stage of their career.

We value the diversity of our membership, and we strongly encourage applications from all sections of our community, especially those from under-represented and marginalised groups. We are committed to improving the equity and inclusivity of our processes and all opportunities provided.

### **What activities will you fund?**

We will fund activities that progress your occupational therapy change/improvement idea or project. This activity must relate to advancing occupational therapy practice and the word "occupation" must be mentioned in your application. Activities might include providing funding for a course you attend to gain the skills needed to implement your idea through to funding to implement or pilot your project. Other examples include asking for funding to backfill your time, access an assessment tool, pay for equipment or reimburse volunteers.

### **How much can I apply for?**

You can apply for up to £5,000 in funding.

### **Do I need support from my supervisor/line manager?**

It depends on your project or idea. If it is relevant to your current role, then we require confirmation from your supervisor/line manager that they support your project or idea.

If you are an independent practitioner, we don't require confirmed support.

### **When is the application deadline?**

The pilot runs till 30 August 2024 or when the pilot funding has been spent. You can apply any time before 30 August, and we will consider applications as and when we receive them. If the pilot funding is spent before 30 August, we will let members know via our communication channels.

### **How do I submit my application?**

Please submit your application to Angie Thompson, RCOT Research and Development Officer: [angie.thompson@rcot.co.uk](mailto:angie.thompson@rcot.co.uk). Please remember to:

- adhere to all word count limits
- submit the application as a Word document, not as a PDF
- attach your supporting document from your line manager/supervisor, if relevant.

### **How will you decide whether to fund my activity or not?**

We will consider the following when deciding whether to fund your activity:

- the feasibility of your idea or project
- the rationale for your idea or project and the impact it will have on people who access

- services and/or their carers and families and the provision of occupational therapy
- the rationale for your funding request
- the appropriateness of your funding request in relation to your planned activity
- your plan to share your learning once you have finished your funded activity.

A panel made up of an RCOT Service Innovation team member, an RCOT Professional Advisor or subject matter lead and, if relevant, a person with lived experience will review your anonymised application. The Service Innovation team member and RCOT Professional Advisor/subject matter lead will use a reviewer feedback form to assess your application, while the person with lived experience will consider the impact or benefit for people who access services. This will take about a month. Once they have made a decision, we will get in touch via email with the outcome. If you do not receive funding, you are welcome to re-apply after amending your application based on our feedback.

### **Is there anything I need to do once the funded activity is finished? In other words, are there deliverables?**

Yes. We expect you to submit an [improvement journey form](#) to our [Innovation Hub](#), sharing your idea/project details. If you have already submitted a form, we will expect you to update it.

We also expect you to share your learning from completing your funded activity with relevant members of the occupational therapy community and your colleagues. This needs to be proportionate to the funds applied for and activity undertaken. For example, if applying for a small fund to attend a course, then sharing a reflection via OTnews or as a post on our Innovation Hub community platform would be appropriate. If applying for a moderate fund to buy resources that support the implementation of a project, then it may be appropriate to gather and share anonymised feedback or testimonies from those the resources benefited. This anonymised feedback could be a short video or narrated PowerPoint presentation shared on the Innovation Hub community platform.

### **What is the Innovation Hub?**

Our [Innovation Hub](#) is a place to:

- share your service challenges and ideas for improvement
- find out if others have similar challenges and what changes they're testing
- learn about tools and approaches that can transform challenges into projects that can be evaluated.

You can find out more about the Innovation Hub [here](#). Even if your application isn't successful, we'd encourage you to submit an improvement journey if you haven't already. This will contribute to our understanding of the critical issues facing service provision, trends in solutions being tested and gaps in knowledge and expertise to solve these challenges.

### **Further help and advice**

Please do reach out to us when planning your application! You can contact Suzy England, RCOT Service Innovation Manager: [suzy.england@rcot.co.uk](mailto:suzy.england@rcot.co.uk). If you have a question about the application process, please contact Angie Thompson, RCOT Research and Development Officer: [angie.thompson@rcot.co.uk](mailto:angie.thompson@rcot.co.uk).