The Iolanthe Midwifery Trust

Guidance for completing applications for Iolanthe Midwives Awards

Introduction to the Midwives Awards

The Iolanthe Midwives Awards enable recipients to undertake professional education or a project that helps to improve midwifery practice. Applicants must be able to demonstrate that the programme undertaken is relevant to midwifery and will lead to improvements in care through practice, education, research or management studies.

Iolanthe Midwives Awards at a glance	
Amount Granted	Maximum £1,500
When to Apply	Applications open in early Dec 2017 and **close on 31st January 2018**. The award winners will be announced in April 2018.
Eligibility Criteria	NMC registered midwives
Timing	For projects starting after 1 January 2018 and completed by April 2019

What type of projects and research are suitable?

These awards are made to enable midwives to undergo self-development or training, to undertake research or to make improvements to local services.

This could include:

- Courses to increase academic status

- Training courses to develop specialist skills

- Travel to conferences, either as an attendee or to share research findings

- Developing services to pregnant women in a local hospital or in the community

- Assistance with academic fees for PhD studies

- Organising study days for local midwives

- Undertaking research which will benefit midwives or women, babies and/or families

Each application will be judged on its individual merits. See below for a guide to writing a good application.

It is acceptable to apply for more than one award, for instance a Midwives Award and the Jean Davies award, at the same time. You may do this for the same project or for different projects. However, we advise that you think carefully about the nature of your project and about the amount you wish to apply for before making multiple applications. Please tailor your applications to be appropriate for each award.

A Guide to Writing a Good Application

	What goes wrong?	**What do good applications have?**
The purpose of the application **(30% of the score)**	Applications which give little information about the proposed educational project or just reproduce the course objectives tend to do less well.	A clear justification is given for the choice of project and what makes it innovative. The applicant has identified how this will benefit the wellbeing of mothers and/or babies. Projects which promote equality or targets vulnerable groups are also viewed more positively.
Is the application going to lead somewhere for the applicant?	Poor applications tend to read as if little thought has been given as to what the applicant, the employer, the profession, service and women will benefit.	A good application makes it very clear to the reviewer the value that the applicant and others (mothers and babies, other midwives, and the profession and/or employer) will get from the award. Good applications are written with feeling and are persuasive. The Trustees also want to know how you will share your experience or the knowledge that you gain.
Costs	No details are given – a lump sum is stated. Applications which have excessive costs, or include costs for items which do not appear to be relevant, do less well. Remember, the reviews have access to course costs themselves so can see what reasonable costs are.	A good application gives detailed, well researched costs and has a brief justification for why these are included. Projects that appear to provide value for money tend to better. Evidence of additional attempts at fund raising is also viewed positively.
The overall quality of the application	Applications which are too long or have missing sections tend to score less well. The form has word counts where you might need guidance as to an appropriate length. Applications which exceed the word counts will not be forwarded to the judging panel.	A good application should be complete, well presented and readable. It is important to keep to the correct length and comply with word counts. The best applicants reference their application, using current policy or research to justify it.
Support and commitment.	Applications which give little or no information about the support they have are viewed less positively. Applications which state that their employer does not support them raise concerns and are less likely to be funded.	A supporting letter from the applicant's manager/academic lead is included. A supporting letter from the tutor, if applying to support a course, also benefits the application. Evidence of other support or funding (no matter how small) is acknowledged. This might be time off to attend the course or part funding. There is evidence that the applicant is committed to undertaking the project, and will be able to complete it.

Guide to Completing the Online Application Form

We have designed the form to be as easy as possible to fill in. If you have any difficulties understanding what is required please contact awards@iolanthe.org and we will be able to help you.

You can apply for the award at https://www.iolanthe.org/midwives-award. Below are some further explanations to help you fill in the form.

* **indicates essential reading**

Field	Explanation
*Data protection	Applying for an award will require you to go to our online application system on an external website based in the USA. By saving or submitting the application form, you are agreeing to have your data stored and processed outside of the EU as well as by Iolanthe Midwifery Trust. Further details about what this means and the rights you have over the data can be found in our Privacy Policy
*Saving the application	You can save the application at any time by clicking on Save at the end of the form. You can then continue entering data or choose to resume later. If you want to come back later, you will be given a link (or choose to have the link sent to you in an email) so you can return to the form at another time. **Please note**: The form does not save automatically if you use the back button or close the browser tab or window
Applicant's name/PIN	You must be a midwife with an NMC pin to apply for this award
Telephone	A mobile number is preferred
Email addresses	We request two email addresses in case your preferred email address is linked with a job or place of study which expires when you move on. This is particularly difficult if it happens in the course of the award administration.
1. Abridged CV of applicant	The reviewers will be looking for evidence that you have the capacity to undertake and complete the work. Please include in the additional information section any relevant exceptional performance in training or a job. Please be honest about your CV and explain any gaps in the additional information section.
2. Details of Proposed Project	
Commitment to course/project	Enter brief but comprehensive details here about what time you will have available for the project, and any previous or current work which demonstrates your commitment to this project.
Manager's support	Your manager's support will add weight to your application. Please add a supporting letter at the end of the online application form (section 8)
3. Outline of proposed project	
Project outline	Read the above information about what makes a good application. The maximum word count is 1000 words including references. The text should be referenced where relevant (but not excessively referenced). You can make this box bigger by dragging on the bottom right hand corner.
4. Cost of the project	The total cost requested should be £1,500 maximum. Please provide detailed costs with justification.

8. Additional documents	Please upload supporting statements from your employer and details of ethical approval. Additional supporting statements should be provided where relevant for academic courses, conferences or ethical approval for research.
Save/Submit	You can save this application and return to it later. You will be given or sent a link to find it again. When you are ready to submit your application, click on Submit. You will be able to download a pdf of your application. You will receive an email acknowledgment of your submission. If you do not receive this, please contact awards@iolanthe.org Only submitted applications will be judged. Saved but unsubmitted awards will be deleted shortly after the closing date. By saving or submitting your application you are accepting that your data will be stored and processed electronically for the purpose of awards administration and judging. More details about how your data will be stored and processed can be found in our Privacy Policy

The closing date for this award is 31 January 2018