

## **CSP Professional Network Funding – Background and Application Guidelines 2020**

Since 2019 capitation fees are no longer paid to CSP Professional Networks (PNs). Instead, PNs can bid for the equivalent monies by submitting a project proposal through this application process. This funding provides PNs with the opportunity to deliver projects or individual pieces of work relevant and important to physiotherapy members.

### **Funding**

1. Applications can be made for three amounts: up to £3,000, up to £5000 or exceptionally, up to £10,000.
2. The total amount available for 2020 is approximately £46,000.
3. Each application is reviewed, with the best applications receiving funding.
4. Applications will not be excluded if additional funding from other sources is also available.
5. PNs can submit one project per funding round.
6. Joint bids from two or more PNs are particularly welcome. Joint bids should be submitted as one application for one of the three amounts stated. All resources (number of staff and/or time commitment) to complete the project must be agreed with the relevant PN members before the brief is submitted.
7. Completion of projects is within one year from issuing of funding. However, this can be varied on an individual project basis, if required.
8. The CSP does not provide administrative or project management support, this must be managed by PNs.
9. Funding is for specific projects and will not be considered for activities associated with the normal running of individual PNs or associated events, such as administrative functions (including websites), staffing or events such as conferences.

### **The outline for the application process and 2020 timelines**

In 2020 there will be one funding round and the window of time to submit applications has been increased this year due to the pressures on PNs from the COVID-19 pandemic.

### **Dates/timeline 2020:**

- Call out to PNs at the beginning of July, **deadline to submit bids 5 October**. (three month window).
- CSP reviews applications October.
- Notification of outcomes by 2nd November.

- Monies paid over in two instalments. The first half of the grant in November-December and the second half as needed, but within one year, to be arranged with CSP Finance

#### **Documents for this process:**

1. CSP Professional Network Funding Guidelines (this document).
2. CSP Professional Network Funding Application Form and CSP Scoring form:
  - *PNs complete Section 1, the Project Brief, towards their application.* The purpose of this is two-fold; to support PNs in planning their project, and to provide the CSP with enough information to fairly consider all projects against the scoring criteria. The maximum word count is 1,000 words.
  - *The CSP completes Section 2, the Scoring Form.* The CSP then notifies PNs about the outcome of their application, together with a copy of the whole form.
3. Example Project Brief.

#### **Supporting documents**

To help you complete the Application Form, links to the following are included here:

- CSP vision, mission and strategy: <https://www.csp.org.uk/about-csp/our-strategy-2020-22>
- CSP Charitable Trust: <https://www.csp.org.uk/professional-clinical/research-and-evaluation/research-funding/physiotherapy-research-foundation> (information on further funding available from the CSP).

**Help:** If you have any questions about the process, please contact: [pnenquiries@csp.org.uk](mailto:pnenquiries@csp.org.uk)