



GUIDELINES FOR EDUCATION GRANT APPLICATIONS

Thank you for your interest in applying for an Cancer Nurses College NZNO (CNC) Education Grant.

Please read the following guidelines for application:

1. Grants may be made to assist nurses to attend or participate in events related to cancer nursing that will further their knowledge base of the field they are working i.e. workshops, conferences, study days, seminars, post graduate study etc.

2. Grant applications must be submitted on the CNC Grant Application Form. These forms are available on the CNC website at

https://www.nzno.org.nz/groups/colleges_sections/colleges/cancer_nurses_college/grants_awards

Your completed application should be sent via email to the College cancernursesnz@gmail.com

3. Applicants must be a member of NZNO to be considered for a Grant.

Applicants will be considered by the Committee for either the CNC Education Grant or the Roche Grant dependant on their College status. You cannot apply again for funding within two years of receiving a grant if you have received the maximum \$750 allowed.

Individuals may receive a maximum of one funding grant per two year calendar period.

For example, if awarded a grant in February 2017 then the next application possible for that individual will be from February 2019.

4. Applications will be considered quarterly at the meeting of the CNC national committee. (Meetings are generally held Feb, May, August, November. (Please note these dates may be subject to change so early application is encouraged). If your application is outside of these meetings and the need is urgent please contact the College via Gmail.

5. Grants made will be subject to the availability of funds.

6. A maximum grant of \$750.00 may be awarded. In special circumstances a larger amount may be determined by the National Committee.

7. If a grant is not fully used, the remaining funds must be returned to the College.

8. Written reports - There is the expectation that the knowledge gained should be shared. A report (approx 500 words) is required **within 6 working weeks of completion of the study, conference or learning opportunity** for consideration for publication in *CancerNet*. Your report should include any recommendations for improvements or changes to practice. If available, images of the event in the required format add interest to your report Please ensure the report is sent in word document format.

In deciding the amount to be granted, the National Committee will take into consideration:-

- The total amount of the request
- Access to other avenues of funding
- Contributions from the employer or other funders
- The length of service of the applicant in cancer related work
- The number and amount of previous applications and grants awarded

National Committee
Cancer Nurses College NZNO
email: cancernursesnz@gmail.com