



Nye Bevan Programme

Arm's Length Body Bursary Terms and Conditions **(read and retain this page)**

Applications for the programme require the support of the applicant's line manager.

By their signatures on this form the applicant, and the applicant's line manager confirm they have read and are agreeing to the terms and conditions of this document.

In addition, the form signatories are verifying the accuracy of information provided in the bursary section of the programme application form and any ancillary information requested by the NHS Leadership Academy.

The bursary scheme operates to cover the programme fee which, for organisations providing NHS funded care, is £6,500. Applicants for the programme pursuing bursary funding must submit a written rationale outlining why he or she should be given a bursary place ("the Bursary Application"). The Bursary Application forms part of the main programme application form.

The NHS Leadership Academy will, in its absolute discretion, decide whether to award a bursary place. The Bursary Application will form part of the decision-making process, however factors other than the merits of the Bursary Application (such as the availability of bursary funds) will affect whether a bursary is offered.

The information in the Bursary Application may be subject to verification by the NHS Leadership Academy as they must be confident that any awards made make best use of the very limited amount of funds available for bursaries.

The NHS Leadership Academy will respect the confidentiality of all information received in respect of a bursary. Applicants are similarly required to keep strictly confidential their dealings with the NHS Leadership Academy regarding the award of a bursary.

The applicant confirms that:

- Any information you provide in completing this application will be stored and processed in accordance with our Data Privacy Policy which you are required to read and accept before completing your application
<https://www.leadershipacademy.nhs.uk/privacy/>
- I understand that there may be audio recording, filming and photography of me taken whilst on the programme. I agree that the NHS Leadership Academy may use photographs, film, audio and video recordings of me made during the programme to showcase the programme including promoting it in the NHS, to Central Government, and to the public via the NHS Leadership Academy's website or other media.
- The programme fee will cover the cost of accommodation and lunch for the residential events. Travel costs are not covered.
- If I am from outside the EU and working in England with a Visa, I confirm my UK Visa and immigration clearance covers study as well as work for the full duration of the programme and I am able to provide proof of this.
- I have read the participant guide and have full support in place from my manager and organisation for me to commit to all aspects of learning during the full duration of the programme.

The line manager confirms that:

- I fully understand the requirements necessary for me and my organisation to support the applicant throughout the full duration of the programme, including the additional ALB learning elements.

Bursary Terms and Conditions (upload this page only to NHSx)

Applicant and Organisation Information (for invoicing)

All signatures must be wet

These terms and conditions come into force once a place on the programme has been confirmed and accepted by the applicant. If they subsequently either fail to start or withdraw from the programme at a later date the organisation will remain liable for the full programme fee of £6,500 as agreed recompense to the NHS Leadership Academy for subsidising the applicant's place on the programme. It is assumed the budget holder has the authority to accept financial liability on behalf of the organisation. Any fees paid once the participant has commenced on the programme are non refundable.

Print name of organisation:
Print applicant name:
Applicant signature:
Date:
Print name of line manager
Signature of line manager
Date:
Print name of budget holder:
Signature of budget holder:
Date: