

THE GORDON WISEMAN FUND



PURPOSE OF THE FUND

This Gordon Wiseman Fund was set up to honour the memory of one of dramatherapy's founders. Gordon Wiseman was, until his death in 2002, an active force in the development of dramatherapy. His pioneering dramatherapy practice was rooted firmly in theatre practice and was a forerunner to BADth. During the early years of the Association he was Vice Chair and then Chair. He returned to the Executive Committee in the years before his death and was an active force in seeking to forge links between Trade Unions and BADth.

The purpose of this fund is to enable Full Members of BADth with at least two years of post qualifying experience to promote or develop dramatherapy, particularly in the areas of specialist dramatherapy training and research.

**Applicants can apply for awards of up to £500.
The application deadline is January 10th.**

BADth will award a maximum of £500, once annually; the amount may be awarded to one successful applicant or to multiple individuals who have applied for smaller amounts.

Payment will be made in two equal installments. The first installment will be at the point of acceptance and the second will be paid on completion of the project.

GUIDANCE NOTE FOR APPLICANTS:

Funding is available for:

- Promotion of dramatherapy, in the form of workshops, lectures or the presentation of papers/workshops at events or conferences.
- Research into dramatherapy. The fund can be used to cover;
 - fees incurred in setting up small scale dramatherapy research
 - resources required for dramatherapy research
 - research supervision, if not part of a formal qualification (e.g. Doctorate programme)

Funding is not available for:

- University or course fees;
- Personal therapy or clinical supervision fees.

Please note that you may not apply for funding retrospectively, (research, events or projects that have already taken place or which start before a funding decision has been made).

SPECIFIC GUIDANCE FOR APPLICANTS APPLYING TO SUPPORT RESEARCH

All research must comply with BADth's **Code of Practice** and **Arts Therapies Research Code** as well as with any local and legal requirements.

All recipients of funding for research must submit their findings, in article form, to *The Dramatherapy Journal*. This evidence must also be submitted to the BADth Administrator and the Trust Fund Co-ordinator.

Applications must include:

- A research proposal of around 400 words;
- Copies of consent forms that will be used for participants;
- A budget breakdown;
- Proof of review by relevant ethics committees, where this has been applied for. Where this has not been applied for, funds may be awarded but not released, until an ethical opinion is available.

SPECIFIC GUIDANCE FOR APPLICANTS APPLYING TO SUPPORT PROMOTION

Applicants must agree to acknowledge funding from BADth on all promotional literature and promote the work of The Association. Successful applicants receive funding only on the basis of agreeing to provide the below evidence. This evidence must also be submitted to the BADth Administrator and the Trust Fund Co-ordinator:

Workshops- a circa.500 word report must be written for *The Prompt* or a short video film or photographic evidence

Papers and Lectures must be offered for publication in *The Dramatherapy Journal*.

Applicants must agree to comply with BADth's **Code of Practice and Equal Opportunities Policy**

If a profit is realised from any workshops/lectures or presentation, 40% of this profit must be paid to The Gordon Wiseman Fund to support other applicants. Sub- Committees must repay 100% of any profit.

Applicants must include:

- Information about the specialist areas to be presented and theoretical orientation;
- Proposals for marketing and publicity;
- An abstract for papers/lectures or learning outcomes for workshops;
- A budget breakdown.

GUIDANCE FOR ALL APPLICANTS

Applicants must have qualified from an approved dramatherapy course. HCPC registration must have been obtained before making an application to the funds.

Applicants must have been a member of BADth for at least 6 months before applying for funding. Grants will not be made to members who have outstanding membership fees. Applicants must maintain BADth membership for a minimum of three years after receiving funding.

The Budget Summary must include the following: transport, accommodation, venue rental, materials, administration, facilitation, management, and publicity and, for training events, any fees to be paid by participants. It is mandatory to submit all receipts for expenditure at the end of the funded work.

All research, workshops, papers or lectures for which funding is received are to be completed within 2 years of the funding being granted. **Should the applicant fail to produce and submit the relevant evidence within the stipulated time frame the award will need to be paid back to BADth.**

Applicants will be informed of the outcome of their application. Decisions will be final. Applications and accompanying materials will not be returned.

Deadlines for application are: January 10th.

Applicants will receive a response within one month of the application deadline. Decisions made about the allocation of funding are final and no further correspondence will be entered into with applicants. Unsuccessful applicants may re-apply the following year.

Data Protection:

In line with GDPR, all data from applications to the Trust Funds will be treated sensitively and confidentially. Your full application will only be shared with the BADth Administrator and the Trust Fund Co-ordinators. We review all data on file in relation to successful applications on an annual basis.

For the purpose of adjudication, your application will be anonymised and reviewed confidentially by an adjudication panel. If your application is successful we will retain your data until all criteria regarding your application has been successfully completed. Following this, your full application will be securely disposed of; however, the Trust Fund Co-ordinators will keep a record of your name, the award received, the amount granted and where your outcome material has been shared/seen (e.g. 'edition and page number in the Prompt'). This is to enable BADth to measure and further promote the need and success of the respective awards. This information may be used in future BADth promotion online or in printed material. If your application is unsuccessful, your full application and the adjudication comments will be kept for a period of one year, in case of redress, and then securely disposed of.

If you do not want us to store this data in this way, please email the BADth Administrator: franfleming@badth.org.uk.

Please see the BADth Data Privacy Notice for full details of BADth data processing which can be found in the members' area under MEMBERSHIP BENEFITS and then TRUST FUNDS.

GORDON WISEMAN PROJECT AWARD

APPLICATION FORM

APPLICANT DETAILS

Full name:

Address:

Telephone:

Email:

HCPC registration number:

Date of qualifying as a dramatherapist:

Contact name /name of business/partnership/Sub Committee (if appropriate):

Summary (max. 500 words) the proposal for which you require BADth funding.

Please state whether it is for funding for research or promotion of dramatherapy.

If research, please include proposal/ abstract for paper and information about research methodology and ethics.

If promotion, please include target group and proposed outcomes.

PROJECT DETAILS

1. Type of project:
2. Human Resources:
3. Material Resources:
4. Venue location and address:
5. Estimated number of attendees:
6. Start and completion dates:

BUDGET SUMMARY

1. Expenditure:

TOTAL:
2. Other sources of income (e.g. matched funding):
3. Total requested from BADth:
4. Estimated Profit (if applicable, for the purposes of estimating the 40% contribution to the Gordon Wiseman Fund):

PROJECT WORKERS

1. Please give details of the main project workers and their relevant background, including where appropriate, current membership of professional associations.
2. What professional indemnity insurance do the workers possess?
3. Is the venue insured?

4. Please describe how you intend to market the project (if applicable):

FURTHER APPLICANT DETAILS

Please give any further details of applicant(s) including Dramatherapy training, relevant professional details and any other details which you consider to be appropriate:

DECLARATION

I confirm that I/and my colleagues (please tick/mark and sign to show agreement)

- have completed this document truthfully and accurately and that we will give BADth notice of any changes in circumstance relevant to this application as soon as possible;
- understand that failure to maintain membership of BADth for three years after receiving funding will render me/us liable to return the full amount of the funding;
- agree to return the funding if the project is not completed for any reason, or, if I/we fail to produce the evidence required within three months of completion of the project (which must be within two years of funding);
- agree to my application information and evidence material being centrally stored by BADth in line with data protection guidelines and that my evidence material may be stored and reproduced for use in promotion by BADth;
- will ensure I/we have any necessary professional indemnity insurance;
- will work to BADth's Code of Practice and Equal Opportunities policy and abide by the stipulations outlined within the fund guidance document.

Signed:

Date:

The decision of the awarding panel will be final and no correspondence will be entered into.

Please return this form to the BADth Administrator: **Gordon Wiseman Fund, BADth**, 2 Holt Close, Chislehurst, Kent, BR7 5FH or via email to: franfleming@badth.org.uk

FOR OFFICE USE ONLY

Date received:

Response date:

Decision: