



PETER SOWERBY  
FOUNDATION

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Funding Healthcare,  
Innovation & Creativity

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## Application Procedure

**Stage 1:** Applicants are requested to submit a short expression of interest (maximum two sides of A4 and one additional side of A4 to outline the budget). This should be sent to [Sowerby.Foundation@aspinalsgroup.com](mailto:Sowerby.Foundation@aspinalsgroup.com) no later than 5pm on the 31st March 2019.

Applicants must:

- Provide a clear and succinct explanation of the project and the planned outputs to be delivered.
- Outline any key partners involved in the project.
- Provide clear timescales, including for the key stages involved in its successful delivery.
- Clearly outline identified SMART outcomes which will take place as a result of the project. The Foundation is looking for practical results, changes and/or indicators of improvements at three levels:
  - ⇒ Individual - beneficiaries (patients) with whom the organisation is working.
  - ⇒ Community - the community(ies) that the organisation is working with.
  - ⇒ Sector - the impact within the organisation's particular sector(s).
- Show how they will use Monitoring and Evaluation procedures to substantiate outcomes. The Foundation is looking for organisations where the time and resources dedicated to outcomes measurement are proportional and appropriate to the work being delivered, and which are sufficient to enable useful, accurate publication of results.
- Show how they will share key learning from projects across the sector in which they work.
- Outline who will manage the project and ensure that appropriate management and financial processes are in place to successfully deliver the project.
- Provide an overview budget (income and expenditure) relating to delivery of their project.

**Stage 2:** Successful applicants will be contacted by 30 June 2019 and will be invited to submit a more detailed application, refining the proposal and responding to queries. No more than three organisations will be invited to submit a second stage application.

Trustees reserve the right to invite potential applicants to formally present proposals and/or visit the organisations invited to proceed to Stage 2. The Foundation expects final funding announcements to be made no later than 30 November 2019.