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**BACPAR CPD Bursary Guidance**

**Introduction:**

This bursary is intended to contribute to increasing knowledge and skills within the field of limb absence rehabilitation.

**CPD Bursary Award Criteria:**

* Attendance at appropriate/relevant courses related to the field of limb absence rehabilitation.
* To allow presentations at appropriate forums (Congress, ISPO, study days, conferences).
* Travel and/or accommodation expenses for support of educational activities within the field of limb absence rehabilitation.

**CPD Bursary Funds:**

* A ring-fenced budget for CPD bursaries will be allocated at the first executive meeting of the calendar year (March) and will be documented in the minutes and published to members.
* The maximum amount for individual bursaries is £250.
* £1000 is allocated annually for CPD bursaries.
* Retrospective applications will be considered. Money left over will be carried forward to the following BACPAR financial year’s budget.
* A record of all applications will be kept for 7 calendar years and these will be consulted upon each application.

**Eligibility:**

* Full BACPAR membership for two consecutive years i.e. has been a member for at least one complete BACPAR year. Bursaries are not available to allied associate, departmental or student members.
* Each member may only submit one application per membership for each BACPAR financial year (July to June).
* Current registration to practice in the UK with the appropriate regulatory and professional bodies.
* Support from your employer to undertake the proposed CPD activity.

**Evaluation**

All successful applicants will be required provide at least one of the following:

* A poster presentation for the BACPAR conference
* An oral presentation at the BACPAR conference
* An article for the BACPAR journal

**Application process:**

Prior to applying it is recommended that the applicants contact the BACPAR education officers to discuss their plans. A bursary application form must be submitted, and these are available on the iCSP and BACPAR website.

Applications will be considered at the executive committee meetings in March and September, and it is advised that applications should be made as early in the financial year as possible to avoid disappointment.

If a member of the BACPAR Executive Committee applies for the bursary, then they will be asked to leave the meeting upon discussion of their application.

The outcome of the application will be communicated by email.

**Variance:**

Bursaries will not be made for charitable causes/projects i.e. sponsored trips/walks, even for a related cause.

Applications for bursary awards for international purposes and CPD will be reviewed independently and funding may come from out with the ring fenced budget.