**The innovation den**

*Information sheet*

# Who should apply?

The applicant/team must be an employee of the Royal Marsden NHS Foundation Trust. Any Royal Marsden member of staff can apply for this award.

# Project costs

Project costs must be at least £5,000 and no more than £60,000

# Project criteria

* This is a quality improvement and/ or innovation award. Projects must demonstrate innovation and/ or recognised quality improvement methodologies. Unfortunately, the Den cannot accept any research projects.
* The idea must be connected with at least one of the Trust’s Strategic objectives and reflect the values of the Trust. Applicants must detail this in the application.
* Projects should have impactful and measurable outcomes. What applicants/teams hope to achieve and how this will be measured should be detailed in the application form.
* This is a non-recurrent award, valid for one year from the start date of the award. If the intention is to continue the project after the award has finished, the applicant/team must demonstrate how the project will continue and be self-sustaining after the initial monetary award has been used.

# Application process

* All Applicants must submit an Expression of Interest by Friday 27th March 2020, to ensure we can best support you with your application. Applicants will still be able to complete the main Application Form at the same time as the Expression of Interest, to ensure it is completed by the deadline. To access the Expression of Interest form, please click [here](https://www.surveymonkey.co.uk/r/GDWC3MZ).
* All applicants/teams must submit a completed application form by the deadline date.
* Once the main Application Form is submitted, shortlisted applicants will be invited to the Innovation Den to pitch their idea and answer questions from the panel.
* All applicants will be informed if they are successful or not in the days following the Den.
* Winners will be announced, and unsuccessful applicants will receive individual feedback.
* Successful applicants/teams will receive a grant award letter and a copy will be sent to their finance manager. Once the awards are made, projects will start.
* The successful applicants/teams are required to submit a final report at the end of the project detailing what the outcomes and benefits have been and what the next steps are.

# Pitching to the Innovation Den

* Shortlisted applicants will be informed 2 weeks before the Den.
* They will be required to give a 10-15 minute pitch to a judging panel (‘The Den’) consisting of members of RM staff with different professional backgrounds.
* No more than two people should be present at each pitch. If two people are pitching, please ensure that you have both adequately prepared so as to not run over your allotted time.
* The Den itself is scheduled to take place on Monday 1st June 2020. This is subject to change.
* A Q&A session will follow each pitch (max. 10 mins)
* The judging panel will consider all projects and choose the winners; their decisions are final.

# Application and Submission details

Applications should be detailed but concise and must not exceed the word count. The application form must be signed by the Divisional Director, Divisional Finance Lead and other relevant heads of department, for example HR, Marketing or IT, where the proposal involves support of these departments.

IMPORTANT NOTE: Applicants should give signatories enough time to review and approve applications. **The Charity suggests applications are sent to the required people, no later than Monday 20th April 2020. It is the responsibility of the applicant to ensure the completed application, with all necessary signatures, is then submitted to the Charity by Monday 4th May 2020.**

**Timeline:**

**Friday 27th March 2020 –** Expression of Interest submission(see link above)

**Monday 20th April 2020** – Suggested submission deadline to signatories.

**Monday 4th May 2020 – Submission deadline to Charity Grants, by midday.**

**Week commencing 18th May 2020** – Applicants will be informed if they have been shortlisted.

**Monday 1st June** – shortlisted applicants pitch their ideas to The Den.

Please email a completed Word and PDF version of the application form by **midday Monday 4th May 2020** to the Charity Grants Team [charity.grants@rmh.nhs.uk](mailto:charity.grants@rmh.nhs.uk) The PDF version should include scanned signatures.

# Project examples

The Innovation Den wants to see original ideas that go above and beyond standard care. To give insights into what they have previously awarded, take a look below.

* ‘Royal Marsden Podcasts: BreastTalk’ - Introducing a Royal Marsden Podcast channel featuring Breast cancer management in its first season. This audio-based, educational tool will sit within the auspice of the RM banner and be an endorsed, sector-leading innovation, patient-oriented resource on cancer care.
* Radiotherapy “Go Green and Drink Clean!” - A pilot project to increase patient compliance with bladder filling and general hydration for radiotherapy treatment, reducing the need for single use plastic cups.
* ‘APP to the future’ – The development of two specialised apps, Dr Toolbox and MicroGuide. These online information resources are designed to help trainee doctors familiarise themselves with their hospital and department as well as allowing healthcare professionals to view and download clinical guidelines, pathways and how-to guides. The production of short clinical tutorial films to support The Royal Marsden Manual of Clinical Nursing Procedures
* Work to improve the engagement with breast cancer patients on the long-term effects of treatment using online questionnaires and photography