



Devon Covid Vaccination Programme

Development and Retention Fund

Who is the fund for?

The Development and Retention fund is open to **all temporary staff and volunteers** who are currently **actively working** in the vaccination programme. Applicants should have worked at least once in the month from the date of submission of the grant application.

What will it fund?

The fund is to support the development of people within the programme to pursue careers within the wider NHS and social care or to remain active within the vaccination programme. The applicant **must demonstrate how the grant will help them achieve their aims** and can cover a variety of things eg. equipment, course or registration fees, course materials, or in cases of hardship, short term travel or childcare costs. The grant can be used to pay NMC registration fees if moving from the temporary Covid registration to the permanent register.

How do I apply?

The fund is managed by Our Plymouth who administer the grants on behalf of Devon Clinical Commissioning Group. The grants **available are up to £300 per person** and applications are made digitally via this link - <https://ourplymouth.co.uk/development-and-retention-fund/>. The form needs to be supported by the Development and Retention Lead for the vaccination site or another Clinical Lead from your local site. The application should take place following a one-to-one discussion with the Development and Retention Lead for the site. People who receive funding will need to produce a receipt to show how the money was spent.

How will I know if I have been successful?

There will be a fortnightly panel comprising of a Devon CCG representative, a local site representative and a member of Our Plymouth to agree allocation of the grant applications. The applicants will be notified of the decisions and will be asked for bank details at this point. The funds will be electronically transferred to applicants up to five days following receipt of bank details.

Can I use the fund for travel?

Travel costs can only be claimed to attend training courses that are **not** mandatory. Travel costs to your place of work or mandatory training should be covered by your employer or volunteer organisation. If mileage is claimed please use 56p per mile for personal motorised travel and other travel costs can be claimed at the cost of the ticket. For small amounts of money up to £10 and mileage claims you will be asked to complete a short form.

Can I apply more than once?

The fund is limited and it is supporting over 1000 people in Devon. In order to make it fair for everyone, please only apply for the amount of money you actually need and only apply once. The fund is expected to be open for applications between February 1st 2022 until May 31st 2022. For more information about the fund to speak to your local Development and Retention Lead or the Clinical Lead for your site.