



**Mouth Cancer
FOUNDATION**
www.mouthcancerfoundation.org

Guidance Notes Mouth Cancer Foundation Support Groups Awards 2017

Supporting Head & Neck Cancer Support Groups



Mouth Cancer Foundation is a Registered Charity No: 1109298 Registered as a
Company Limited by Guarantee in England and Wales No: 515 429
Registered address Top Floor, 1 Victoria Parade, By 331 Sandycombe Road, Kew, Richmond, Surrey, TW9 3NB.

The Mouth Cancer Foundation welcomes applications from all UK local support groups dedicated to supporting people affected by mouth, throat and other head and neck cancers.

The Mouth Cancer Foundation prefers to receive completed forms electronically. If you have any questions about the Mouth Cancer Foundation Support Group Awards, please contact the Mouth Cancer Foundation on 01924 950 950 or via info@mouthcancer.org.

Please give some thought to the following questions before completing the Mouth Cancer Foundation Support Group Awards application form.

- What makes your head and neck cancer support group services unique?
- How do you aim to support people affected by head and neck cancer?
- How do you actively advertise your head and neck cancer project or support group services to people affected by mouth, throat and other head and neck cancers?
- How often do you speak with patients and carers to find out if your support group or project is providing the services people affected by head and neck cancer require?
- Please give examples of how your support group or projects impact positively on your participants' quality of life. For example, when individuals engage with your support group, is there a marked change in confidence or increased level of social interaction? Do participants learn new skills or enhance their knowledge?
- How do you measure the impact of your support service over a 12-month period?
- Is your support service accessible to everyone who is eligible, including new patients and long-term head and neck cancer survivors?
- How do you collect and monitor feedback about your support group or project from those who engage with you?
- How does your support group or project use the monitoring information to improve or develop your head and neck cancer support group or project?
- Do you involve head and neck cancer patients in running or planning of support services in any way?
- Are you prepared to share your learning and experience with other head and neck cancer support groups or organizations?
- How many people affected by head and neck cancers have benefited from your service other the past year and how many do you anticipate will benefit next year?

Conditions of Entry

Entrants agree to the following on receipt of any prize money awarded:

- Prize money must be used to enhance existing support or to develop a new service or project to benefit people affected by head and neck cancers.
- Prize money must not be used for existing staff costs or to pay existing debt and must be used by the end of the calendar year 2017.

Photographs, Press Publications and Filming

The Mouth Cancer Foundation may photograph and film the shortlisted projects for public viewing on the Mouth Cancer Foundation website. Photographs, press publications and filming are for the purposes of promotion and education only. Please ensure you sign the filming agreement at the end of the application form. Should you have any concerns about giving consent, please contact the Mouth Cancer Foundation on 01924 950 950 or via info@mouthcancerfoundation.org. Withholding consent will not affect the judgment of your entry.