**The Vice-Chancellor’s**

**Public Engagement with Research Awards**

**Entry Form for**

**Public Engagement with Research Awards – Building Capacity**

**Closing Date for Entry: 5pm, Monday 27 March 2017**

Please submit the Entry Form electronically by the closing date. If you encounter any problem with the online submission please contact Dr Silvia Verdolini, Public Engagement with Research Facilitator, Research Services via publicengagement@admin.ox.ac.uk

These awards recognise and reward those who undertake excellent Public Engagement with Research and/or have contributed to building capacity in this area.

Winning Entries receive recognition for their achievements at the Vice-Chancellor's Public Engagement with Research Awards Ceremony that will take place on 28th June 2017. One Overall Winner will also be announced at the Ceremony and receive a cash prize of £1500.

Please refer to [the guidelines](https://www.ox.ac.uk/sites/files/oxford/media_wysiwyg/170201PER%20guidelines.pdf) before completing this entry form.

**1. Entry for:**

|  |  |
| --- | --- |
| Division/ Department/ Faculty/ Platform |  |

**2. Lead Contact Details. Please note that you must be a current member of staff at the University of Oxford. Additional project team members can be added in Section 5.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title |  | First Name |  | Surname |   |
| Post held |  |
| Career level/ type |  |
| Dept/ Faculty/ Unit |  |
| Role in the Project |  |
| Email |  | Tel. no. |  |

**3. Case for the Award. Please only include activities that are ongoing or have been completed within the last two years (i.e. since February 2015).**

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| **Details of activities (< 750 words)**Please describe:1. What activities have taken place to encourage, facilitate and support Public Engagement with Research to take place?
2. How did this help to build capacity?
3. How many and what types of researchers, or other staff, have been involved?
4. What numbers and types (e.g. age; socio-demographics; location) of public have been engaged?
5. Details of how the activities were resourced: [Including, where appropriate, the project cost to date and the main source of funding]
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| **Evaluation (< 750 words)** Please describe:a) How you have evaluated the activities?b) Describe the key findings, including benefits, outcomes and impacts on the researchers (for example, gaining public engagement skills/ opportunities) and the publics reached.c) What are the key lessons have been learnt? |
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| **Supporting materials/ additional information (< 250 words)**Please use this section to include any additional information or links to supporting materials that could strengthen this entry for an award. Please include:a. Up to 3 links to relevant films/film footage of the projectb. Up to 3 quotes from project partners; public participants involved in the projectc. Links to any other material in support of your application |
|  |

**4. Project team. Where appropriate, please list additional key team members – this may include members of staff or students at the University of Oxford or be from outside the University. Please note: the number of invitations per winning entry may have to be limited [if you wish to include more team members, please use Section 7].**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title |  | First Name |  | Surname |   |
| Post Held |  |
| Dept/ Organisation |  |
| Role in the Project |  |
| Email |  |
| Title |  | First Name |  | Surname |   |
| Post Held |  |
| Dept/ Organisation |  |
| Role in the Project |  |
| Email |  |
| Title |  | First Name |  | Surname |   |
| Post Held |  |
| Dept/ Organisation |  |
| Role in the Project |  |
| Email |  |
| Title |  | First Name |  | Surname |   |
| Post Held |  |
| Dept/ Organisation |  |
| Role in the Project |  |
| Email |  |

**5. Partnerships. Where appropriate, please list key external partner organisations involved [if you wish to include more than two partners, please use Section 7].**

|  |  |
| --- | --- |
| **Organisation**  |  |
| **Role in the Project** |  |
| **Organisation** |  |
| **Role in the Project** |  |

**6. Please provide details of the Head of the Department/ Unit/Programme (or otherwise) being entered (unless already included in Section 4).**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title |  | First Name |  | Surname |   |
| Post Held |  |
| Dept/ Faculty/ Unit |  |
| Email |  |

[ ]  Please tick to demonstrate that approval has been attained for the submission of this Entry

**If appropriate, please provide also the personal assistant/ executive assistant contact details of the person you specified above.**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Title |  | First Name |  | Surname |   |
| Post Held |  |
| Email |  |

**7. Additional information. Please use this space to include any additional information you were not able to include before (i.e. other team members, other partnerships, etc.)**

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**Do you want to subscribe to our monthly Public Engagement with Research Newsletter?**

We will keep you updated with Public Engagement with Research activities and events happening at University of Oxford, funding opportunities, and other case studies of interest.

[ ]  Yes

[ ]  No

|  |  |
| --- | --- |
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