**The Vice-Chancellor’s**

**Public Engagement with Research Awards**

**Entry Form for**

**Public Engagement with Research Awards - Projects**

**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. **Please select which category of Project Award you would like to apply for:**

[ ]  **Communication**: for activities that have informed and inspired the public about research.

[ ]  **Consultation**: for activities that have engaged in two-way conversations about research and listened to public views.

[ ]  **Collaboration**: for research activities that have involved collaboration with the public, including co-creation and co-production of knowledge and citizen science.

1. **Project title. The Project must either be ongoing or have been completed within the last two years (i.e. since February 2015).**

|  |  |
| --- | --- |
| **Title of the Project** |  |

**4. Lead Contact details. Please note that you must be a current member of staff or graduate student 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. |  |

 **5. Case for the Award. Please refer to the judging criteria before completing this section.**

|  |
| --- |
| **Research: Provide a summary of the research upon which your public engagement entry is based (< 250 words)** |
|  |

|  |
| --- |
| **Public Engagement with Research Project Summary (<750 words)**Please provide details on **each** of the following [where appropriate, bullet points are welcome]:**a. What did you do**? [Provide a description of the Project including the activities that have taken place and outputs produced]**b. Why did you do it?** [What was the purpose/ objectives of engaging the public with your research?]**c. Who did you involve or reach with the Project?** [Include numbers and type/demographic of public reached; the 'depth' of engagement; and describe how these metrics were gathered]**d. Project start and end date****e. Details of how the Project was resourced** [Including, where appropriate, the Project cost to date and the main source of funding] |
|  |

|  |
| --- |
| **Outcomes and impact (< 750 words)**Please provide details on the outcomes and impacts that have occurred as a result of the Project [where appropriate, bullet point responses are welcome]: **a. What were the benefits to the research and researchers involved?****b. What were the benefits to the public audiences/participants?****c. Were there other benefits, outcomes and impacts of the Project?****d. How did you/the team reflect on and evaluate the Project?****e. Will the project be sustained in any way or does the Project leave a legacy?**For a to c – please provide the data and evidence gathered to demonstrate these outcomes and impact (including both qualitative and quantitative evidence). |
|  |

|  |
| --- |
| **Public Engagement with Research Culture (< 250 words)**Please describe your/ the team’s/ the Project’s contribution to creating a positive culture of Public Engagement with Research [e.g. shared learning with colleagues] |
|  |

|  |
| --- |
| **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 and/or public participants involved in the Projectc. Links to any other material in support of your application |
|  |

**6. Project team. Where appropriate, please list additional key individuals that were integral to the development and delivery of the Project. This may include members of staff or students at the University of Oxford or those from outside the University. Please note that the number of invitations to the VC’s Awards Ceremony per winning entry may be limited [if you wish to include more team members, please use Section 8].**

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

**6. Partnerships. Where appropriate, please list external partner organisations that were integral to the development and delivery of the Project [if you wish to include more than two partners, please use Section 8].**

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

**7. Please provide details of your Head of Department or relevant senior staff member [who will be invited to the Ceremony, in the event of an Award being made]**

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

**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 |  |

**If you are the Lead Contact AND a Graduate Student, please provide your Line Manager’s Details (if not already included in Section 5)**

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

**8. 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.)**

|  |
| --- |
|  |

**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

|  |  |
| --- | --- |
| Submit | Cancel |