Case for Support

Public & Community Engagement with Research (PCER) Funding

**Please read the** [**scheme guidelines**](mailto:https://www.ox.ac.uk/research/using-research-engage/public-engagement/how-engage/seed-fund)**, before completing this Case for Support.**

If you have any problems with this form, please email [publicengagement@admin.ox.ac.uk](mailto:publicengagement@admin.ox.ac.uk).

# Your details (PI)

|  |  |
| --- | --- |
| **What’s your full name, including title?** |  |
| **What post do you hold?** |  |
| **What’s your Oxford email address?** |  |
| **What department or faculty are you in?** |  |
| **What’s the name of your finance contact in your department or faculty?** |  |
| **What is their email address?** |  |

# Your experience

**Have you received funding for a public engagement project/s before?**

**Everyone** is welcome to apply for this fund. This question helps us to understand our PCER community and when we look at the portfolio of applications, we might consider the balance of new versus experienced applicants.

Tick one box only.

Yes

No

**If ‘yes’, please tick all the sources of funding you’ve received previously:**

*This is only for monitoring purposes.*

|  |  |
| --- | --- |
| Oxford PER Seed Fund |  |
| Oxford PER Culture Change Fund |  |
| UKRI/RCUK/Research Council public engagement funding |  |
| Wellcome Trust public engagement funding (e.g., People Award, Society Award, Public Engagement Award, etc.) |  |
| Arts Council England |  |
| National Lottery funding (Heritage Fund or Community Fund) |  |
| Other (please specify) |  |

# Project details

Please complete the table below. Questions on the left-hand side are for seed fund (research engagement) projects; questions on the right-hand side are for departmental culture change projects. You should complete any box that spans both sides.

|  |  |  |  |
| --- | --- | --- | --- |
| **Research engagement project** | **OR** | | **Departmental culture change project** |
| **Please tell us whether this is a new/pilot project or activity, or whether you plan to improve or enhance an existing project.**  Tick one box only. | | | |
| I’m going to develop or pilot **a new project/activity**  I’m going to **improve** an existing  project | | I’m going to develop **new or ongoing** activities that build research staff/student capacity in PCER  I’m going to **significantly** **enhance** an existing culture change project | |
| **Is this a participatory research project?** | |  | |
| Tick one box only.  Yes  No | |
| **Please give us a plain English summary of your project** (up to 250 words)  If your application is successful, we’ll publish this summary online. | | | |
|  | | | |
| **What is the key purpose of your project and what differences will it make?** | **OR** | | **Give us contextual information about your department** |
| Tick one box only.  To inform and inspire the public  To consult and listen to the public  To collaborate with the public | | **What’s the context of your department, for example, its remit, numbers of staff/students, divisional affiliation?**    Is your EDGE analysis attached?  Is your Head of Department approval (or equivalent) attached | |
| **Tell us about the main difference(s) you aim to make from doing this project using as few words as possible (ideally fewer than 10 for each one)**  For example, ‘to increase awareness about biodiversity’, ‘to improve what’s taught in schools’, or ‘to shape future research’. You can tell us more about these differences later in the form. | |
|  | |
| **Will your project contribute to any of the Sustainable Development Goals?**  Tick one box only.  Yes  No  **If so, please tell us which ones and how:** | |
| **Audiences and communities** (up to 250 words)  Please tell us **who** will benefit from this project, and (briefly) **in what way** they will benefit. This should include information about   * public audiences, including communities; * staff (please tell us if they are researchers/professional services); * students; * others. | | | |
|  | | | |
| **For each audience identified, how many people do you hope to reach?** | | | |
|  | | | |
| **Objectives** (up to 250 words)  Tell us more about the differences (outcomes/impacts) that you aim to make by doing this project and why they are important. | | | |
| Include the impact on your research and/or your target audience(s)/ community(s) | | These should be framed around your department and your research staff/students | |
| **Outputs** (up to 250 words)  What resources/assets will you create by doing this project? For example, videos, guidance documents, reports. | | | |
|  | | | |
| **How do you plan to evaluate these outputs and differences?** (up to 250 words)  Please tell us what you will measure and how you will know if you have made the differences that you set out to. Support will be available for evaluation. | | | |
|  | | | |
| **Tell us more about the project and its activity(s)** (up to 1,000 words)  Tell us more about your project, including the activities you’re intending to do and how they will help you to achieve the differences you’ve described above. | | | |
| If your project is a research engagement project (seed fund), you should also tell us how the project relates to your research area. | | | |
| **Brief project plan/timeline** (up to 200 words)  Tell us what will happen and when. | | | |
|  | | | |
| **Potential longer-term impact** (up to 150 words)  How might your project continue to make an impact and contribute to other areas once this funding is finished? | | | |
|  | | | |
| **Justification of costs**  You can use this section to provide more details of your proposed budget on the IRAMS application form. | | | |
|  | | | |
| **Will you still do this project, or a form of it, if this application is unsuccessful?** | | | |
| Tick one box only.  Yes  No  If ‘yes’, please describe why the funds are required (up to 150 words) | | | |

# PCER Digest

Would you like to sign up to the University’s monthly PCER newsletter? It gives updates on public engagement with research opportunities, news and calls for funding.

Tick one box only.

Yes

No

Already subscribed

# About the EDGE analysis

All applicants to the Culture Change Fund are required to complete an EDGE analysis as part of the proposal; this easy-to-use tool enables you to self-assess the current support for PCER in your department to explore where additional support and activities would be beneficial. Please see the PER Culture Change Fund 2022-23 EDGE Analysis document available [on the Oxford PER website](https://www.ox.ac.uk/research/public-engagement/engagement-funding/culture-change-fund) for further details on how to complete an EDGE analysis, including a blank copy for you to fill in.

An EDGE analysis may already have been completed for your department and if so, you may include it here – there is no need to repeat the exercise unless that is preferred. In this case, please also provide details of the original author and year it was created.

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