ENRICHING ENGAGEMENT:
Application FAQs
Last updated: 29 May 2020

If I applied to Round 1* of *Enriching Engagement* but was unsuccessful, may I reapply to Round 2?
Yes. However, we would <u>strongly recommend</u> that you make use of the significant Public Engagement with Research expertise and support provided as part of this programme to support researchers in the development of their Public Engagement with Research proposals. Contact: Brian Mackenwells (Public Engagement Coordinator, Medical Sciences Division, brian.mackenwells@medsci.ox.ac.uk) and other Public Engagement staff from your Division or department, as may be appropriate.

If I was awarded funding in Round 1* of *Enriching Engagement*, may I reapply for Round 2?
Round 1 awardees are welcome to reapply for Round 2. However, please note that Wellcome awarded Oxford with the funding to run the *Enriching Engagement* grants scheme on the basis of a set of goals, which included that under Oxford's management of this scheme a greater number and diversity of researchers would apply for and be funded to develop and deliver high-quality Public Engagement with Research (PER); including those new to this area. Thus, if in Round 2 the assessment panel recommends more projects for funding than there are funds to support, whether the applicant has already been funded in Round 1 *may* be taken into account in the final funding decisions, alongside the core assessment criteria.

* (deadline closed September 2019)

Are PPI (Patient and Public Involvement) projects eligible for *Enriching Engagement?*
No. PPI is <u>required</u> as part of ethically robust research and so should be part of your main research grant and cannot be funded through this scheme. However, patients can be one of your key audiences as part of your PER plans – but not as part of 'formal' PPI processes.

Should I apply for a Small (£10k - £40k) or Large Award (£50k - £100k).
The *Enriching Engagement* grant you apply for *does not* have to be commensurate with the size of your main Wellcome research grant/award. For example, you can have a modest main grant but a large-scale engagement idea, or a large main grant but want to 'test the waters of engagement' with a small first project. Small Awards are aimed at those that are new to PER and/or to pilot new activities; Large Awards are aimed at those with existing PER experience, to scale up/ enhance an activity that has already been piloted, or where funding at this scale is required to enable the anticipated outcomes and impacts to occur.

I've read the guidelines and all the information on the website, but I am still not sure if I am eligible to apply or my proposal is within scope.

Detailed information is available on our webpage here and in the Guidelines document available as a PDF linked on that page. If you have further questions, contact Dr Hanna Smyth (Grants Officer), at hanna.smyth@admin.ox.ac.uk.

Is support available for helping me refine my ideas or write the application?

Yes. In addition to the pre-application support workshops and consulting with your departmental/divisional public engagement colleagues, you can also request 1:1 application support from Brian Mackenwells, Public Engagement Coordinator for the Medical Sciences Division, at brian.mackenwells@medsci.ox.ac.uk.

Am I required to attend the pre-application workshops and consult my divisional/departmental public engagement colleagues?

A fundamental part of this pilot grants programme is to provide support and guidance to increase the quality of proposals and impact of the funded projects. Applicants are strongly advised to take up the significant expertise on offer from the University's Public Engagement staff (based in Research Services, the Divisions, and some departments) to support applicants in developing their ideas and shaping their plans through workshops and one-to-one meetings. As such, contact: Brian Mackenwells, Public Engagement Coordinator, Medical Sciences Division, brian.mackenwells@medsci.ox.ac.uk.

Can my *Enriching Engagement* proposal's PI and Project Lead be two different people?

The PI listed on your *Enriching Engagement* proposal must be the PI or named Co-I of the main Wellcome grant whose research your *Enriching Engagement* proposal is attached to. However, the Project Lead can be another researcher or professional services staff member, or an external partner.

How can I find out about projects that have been funded in the previous Round?

For a list of the projects funded in Round 1 of *Enriching Engagement* (Autumn 2019), see here.

What happens after I submit my application via IRAMS?

Your application is automatically sent to your Department or Faculty for financial approval (which usually happens within a day or two) and then is automatically sent to the *Enriching Engagement* team. Dr Hanna Smyth (Public Engagement with Research Grants Officer) administers the application process. She will check the panel date availability you listed in your Case For Support document, and then assign you to a panel slot. You will be notified of your panel day and time shortly after the application window closes on 11 June. All, or nearly all, applicants will be given a panel slot; there will be no pre-screening, with the following exceptions: 1) the administrative team will screen for basic eligibility (and notify the applicant if this has not been met); 2) pre-screening will occur if an unusually high volume of applications is received, which the planned panels cannot accommodate.

What should I prepare / bring to the panel?

You should prepare a 5-8 minute presentation expanding upon the details in your submitted application. You may prepare slides (no more than 4) to use during your presentation – these must be submitted in advance to Dr Hanna Smyth (Grants Officer), at hanna.smyth@admin.ox.ac.uk. Your four slides must follow this format:

- 1 slide introducing key activities
- 1 slide on the engagement purpose and target public audience/participants
- 1 slide on your expected outcomes (I.e. the difference you aim to make; changes you expect to see)
- 1 slide on content of your choice

What happens at the panel?

You will be given a half-hour timeslot with the panel. For this current round of *Enriching Engagement* (round 2), due to Covid-19, all panels will take place online via Zoom. Following introductions, you will be asked to give a 5-8 minute presentation explaining and expanding upon the content of your submitted application. The remaining 20-25 minutes of your slot will consist of a discussion with the panel. The selection criteria are on p.5 of the Guidelines document, which is available here.

Who is on the panel?

Each panel consists of a chair and four panellists, who are a mix of internal and external to the University of Oxford. Once you have been assigned a panel slot (shortly after the applications close on 11 June), you will be sent a document with the bios of everyone who will be on your panel. All chairs and panellists are academics or professional services staff with extensive experience in public engagement, from a range of disciplines and specialties. There will also be other people present including members of the *Enriching Engagement* administrative team, and external evaluators (who are will be observing the panel process for the purposes of evaluating the overall grants process – not evaluating the applicants!).

Who can I bring to the panel?

The PI should ideally attend the panel slot along with the PER Project Lead (if these two individuals are different), and you are welcome to bring other members of the project team. The 5-8 minute pitch presentation during your slot can be presented by any combination of the above.

The *Enriching Engagement* team will endeavour to communicate all decisions as soon as possible after the panels have taken place, and aim for this to be no later than the end of July.