**ISSF@Aberdeen**



**Public Engagement Fund**

# Summary of Eligibility

1. The ISSF Public Engagement Fund is intended to support ambitious research-led public engagement projects linked to areas funded by Wellcome. Collaborations with Arts & Humanities are encouraged.
2. Projects must demonstrate a tangible link with current areas of University research.
3. Applications are made by an individual (the lead applicant) and may be made on behalf of a wider team or consortium.
4. The lead applicant must a University of Aberdeen member of staff.
5. Proposals are expected to comprise long-term projects or a programme of activities rather than single one-off events.
6. Applications that demonstrate innovative approaches to public engagement, partnerships with external organisations, multidisciplinarity, collaborations between Science and Arts & Humanities, lasting relationships with a hard-to-reach audience or digital outputs are particularly encouraged.
7. Projects focused on the dissemination of research results are unlikely to be funded.
8. Applications must include an evaluation plan that details benefits to stakeholders/ audiences and to research/researchers.
9. For proposals that involve partners we recommend seeking the support of third parties ahead of making your application and including letters of support where appropriate.
10. Costs for staff who will coordinate the development of your project may be included. The Fund will not cover the salaries of staff already employed by the University.
11. Applicants are encouraged to seek advice and support from the PERU team by emailing [peru@abdn.ac.uk.](mailto:peru@abdn.ac.uk)

# Summary of Terms

1. There is no upper limit to awards but we expect to fund applications in the range of £2,000-£10,000.
2. Applications are assessed competitively against a set of quality criteria and where appropriate, comparatively with other proposals received.
3. Applications must be made on the form provided at [www.abdn.ac.uk/issf](http://www.abdn.ac.uk/issf) and submitted by email to [peru@abdn.ac.uk](mailto:peru@abdn.ac.uk%20) indicating ‘Public Engagement Fund’ in the subject field.
4. The decision of the assessment panel is final.
5. Successful applicants must provide a brief report of their activity within 6 weeks of its completion and agree to its potential use as a case study.

# Application Form – ISSF Public Engagement Fund

Please read the guidance summary above.

Please email completed applications to [peru@abdn.ac.uk](mailto:peru@abdn.ac.uk)

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| --- | --- | --- | --- |
| **Lead Applicant details** | | | |
| **Title (e.g Ms, Mr, Dr)** |  | | |
| **First name** |  | **Last name** |  |
| **Email address** |  | | |
| **Telephone number** |  | | |
| **School or Section** |  | | |
| **Research area or group** |  | | |
| **Post held** |  | | |
| **Proposed project details** | | | |
| **Project title** |  | | |
| **Start Date** |  | | |
| **Duration (months)** |  | | |
| **Amount requested** |  | | |
| **Please provide an overview of your proposed activity and how it relates to your research field or environment. Please include any colleagues or partners involved and when the activity will take place.** *300 words max.* | | | |

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| **Please describe your project in detail. You must provide the following information:**   1. Up to three main outcomes or aims you want to achieve with the project. Consider the outcomes for the public as well as the impact on your research. 2. Who are the people you want to reach and why do you want to work with them? 3. Why you and your team are well placed to achieve these outcomes. Let us know previous activities, knowledge or learning that your proposal will build on. 4. How do you plan to deliver the project?   *1500 words max*. |
| **Please describe how you will monitor and evaluate your project, how you will measure success in achieving outcomes and how you will share learning from the project.**  *300 words max.* |
| **Please provide a detailed breakdown of the costs you are requesting from ISSF, including a brief justification.** |

We ask for evidence of support from Head of School or equivalent.

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| --- | --- | --- | --- |
| **Place an X in this box to confirm that you have read and agree to the terms of the call** | | |  |
| **Endorsement by Head of School/Institute/Section** | | |  |
| **Name** | **Signature** | **Date** | |
| **Signature of Lead Applicant** | | | |
| **Name** | **Signature** | **Date** | |