Advancing Research and Innovation at Coventry

Calls for Investment 2019-20

# Public Engagement with Research: Events and Activities Fund (£5K)

**Overview**

This scheme will support teams of doctoral, early and middle career researchers to undertake transformational public engagement projects. The aim of the call is to enable researchers to test out new ways of communicating research through innovative engagement activities and events.

If a doctoral researcher is leading the project, they must be mentored by a senior researcher. Professors are not eligible to act as project lead, although can participate in the project and act as mentor to a doctoral researcher.

Costs of travel, accommodation and subsistence can be applied for, together with directs costs (such as consumables, materials, and equipment, administrative or evaluative assistance, and events, promotion, and activities). The maximum award is up to £5,000. All activities must be completed by 31st July 2020.

**Application Process**

For this scheme, applicants will need to write a business case that details the type of activity to be undertaken, the strategic benefit to the University, and how this activity could contribute to future public engagement activities and events.

Each Research Centre can put forward a maximum of 3 business cases to this scheme. The business case should include the below headings:

* Executive Summary
* Aim and Objectives
* Background/Context
* Strategic Relevance
* Impact and Sustainability
* Project Plan and Monitoring (identifying a project lead)
* Budget

All cases will need to be signed by the Research Centre Director. Cases must be no longer than 4 pages.

**Assessment Process**

Business cases will be reviewed by the Public Engagement with Research Working Group and recommendations for funding put to a panel including the Associate Pro-Vice Chancellor for Research, Director of the Doctoral College, and Director of Research Services who will subsequently determine the applications to be funded.

**Submission and Outcomes**

Completed cases should be sent to recap@coventry.ac.uk

The following file format should be used:

2019PE\_[RESEARCH CENTRE ACRONYM]\_[SURNAME]\_[FIRSTNAME].docx

Closing date: Monday 24th June 2019, 5pm

Expert Review: 24th June 2019 – 15th July 2019.

Panel: week beginning 29th July 2019.

Notification of Award: week beginning 5th August 2019.

Deadlines and timelines cannot be changed.

**Queries**

Please direct any queries to recap@coventry.ac.uk

**Appeals and Complaints**

If applicants have any concerns or complaints regarding any element of selection process these should be sent directly to Rebekah Smith McGloin, Director of the Doctoral College and Centre for Research Capability and Development.