

RESEARCH ENGAGEMENT AND IMPACT AWARDS 2020: GUIDELINES

The University's Research Engagement and Impact Awards celebrate excellence in research that addresses real-world problems and research that changes the world around us. The University recognises that research engagement and impact takes many forms and we encourage applications from all research themes and associated functions across the University.

Your engagement or impact project may be a one-off activity or an ongoing series but must have taken place in the last two years (i.e. since March 2018).

- Its aim may have been to inspire or inform people, young and old, about research and make it more accessible, through innovative events, exhibitions, or interactive teaching materials.
- It may be an activity that involves non-specialists in the design or development of the research, by working with or within communities or in partnership with other organisations, for example patient panels, public consultations, social research, citizen science.
- Or it could be a collaborative research partnership with an organisation/s beyond academia for knowledge exchange or to influence local, national or international audiences to bring about positive change in policy or practice.

This is not an exhaustive list of engagement and impact activities, and we encourage you to contact the Research Communications team if you are unsure whether your project is suitable. Find examples of previously shortlisted projects on the [2019 Awards](#) and [2018 Awards](#) pages of the website. In the light of the new University strategy, we particularly encourage applications from local and community engagement in Reading and the surrounding area¹.

Up to four awards will be made and projects will be shortlisted against the assessment criteria set out below. One of the awards will be made to an early career researcher.²

Assessment criteria

Entries will be assessed by a panel of judges that will include academics, communications professionals and engagement experts from within the University. The judging panel will use the following assessment criteria to inform their decisions and will make up to four awards that together will showcase a diversity of engagement activities taking place across the University.

- 1) **Purpose:** The project's purpose should be clear with defined aims and objectives. The audience/participants should be well defined and the chosen method of engagement appropriate to meet the aims. (30%)
- 2) **Creativity and innovation:** We are looking for projects that show originality and use creative ways of engaging the target audience. This may be that creative use was made of resources (people, places, materials, budget), aspects of the project were innovative, or that it was marketed in an innovative way. (20%)
- 3) **Mutual benefit:** The application should demonstrate how the project has benefited partners/participants and researchers and whether it has led to new collaborations or partnerships. (30%)

¹ If you are unsure if your project fits the criteria, please contact the Research Communications team.

² Early-career researcher' is normally defined as being within eight years of the award of a PhD. The eight-year duration excludes periods of career break, where the researcher has not had the opportunity to undertake research. In cases where the researcher does not have a PhD or has been awarded a PhD later in their career, the criteria of within five years of their first academic appointment at a Higher Education Institution or research organisation may be used.

- 4) **Evaluation:** We'd like to see projects that were well planned and managed, and that have been evaluated against defined aims. This might include some critical reflection that will help build best practice for future projects. (10%)
- 5) **Future plans:** While some activities are planned as a one-off, we are interested to know how your activity has been, or might be developed to generate further engagement/impact. (10%)

Eligibility

- The activity/ies must either be on-going or have been completed within the last two years (i.e. since March 2018).
- Researchers and professional staff (e.g. technical staff, museums staff) are eligible to enter.
- Entrants may be nominated by another member of staff or can nominate themselves.
- The Awards are open to individuals or groups, but group entries must be submitted by one named individual who will be the Lead Contact for the Entry.
- The Lead Contact must be a current staff member of the University, and still expected to be in post by 31 July 2020.
- The Project Team can include staff (researchers, academics, teaching staff, professional service staff) or individuals from outside the University.
- At least one person per finalist application will be expected to attend the Awards Ceremony to showcase their work if requested. Please note that the number of invitations to the Awards Ceremony per winning entry may be limited.
- Shortlisted entries will be promoted via internal and external communication channels. All content will be sent for approval to the lead contact, prior to publication.
- Applications where the primary purpose was to increase student applications to the University will not be taken forward.
- Incomplete Entries will not be taken forward.

Key dates

Application deadline: 5pm Wednesday 12 February 2020

All entrants informed of decision: by Monday 16 March 2020

Awards ceremony: afternoon Wednesday 13 May 2020

Enquiries welcome. Please contact:

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