# Engaging the public with environmental science 2022 (Growing Roots) - Funding Opportunity 2022/23: Application form.

##### Application guidance:

Applications must be emailed in a PDF format to Grace Macmillan - Public Engagement Programme Manager (publicengagement@nerc.ukri.org) **by 16:00 on 18/05/2022**. Any received after this date and time will not be accepted, we suggest submitting your proposal well in advance of the deadline.

All applications for this call **must** use this template provided by NERC when submitting. Application forms must **not** be amended before submission, the margins, font type, and size (Arial, pt.11) must be the same as the template provided. Any application received not using the application template provided and any altered application forms will be **rejected**.

Before completing this application, please ensure you have read the entire announcement of opportunity for the ‘Engaging the public with environmental science 2022’ on the [UKRI funding finder](https://www.ukri.org/opportunity/), for all the details of this call including eligibility requirements, and assessment criteria. Please also see the [Frequently Asked Questions](https://docs.google.com/document/d/1lfQN2igXNEs2RXsgZmT998DBx7WzzKj1rtnEWQtrghw/edit?usp=sharing) document for any queries or further information.

Applications must be submitted as **one PDF document**, applications submitted as word documents or other formats will not be accepted. **Do not include any hyperlinks with your application, as these will not be assessed.**

This streamlined application process removes the need for detailed financial information, however, there must be enough evidence for the panel to make an informed decision on whether enough resources have been allocated for project delivery.

**Important: The answer section of this proposal, which starts with the heading ‘Application Template’ must be no more than 2 sides of A4. In total including the application guidance, submission agreement, and the application template, this document must be no longer than 4 sides of A4.**

Please note we are requesting that the main and co-applicant complete an **optional** Diversity, Equity, and Inclusion (DEI) questionnaire, which can be found on the announcement of opportunity. Capturing this data and understanding who we are funding will enable us to identify areas for improvement, and plan future investments and engagements more equitably. This questionnaire document doesn’t count towards the page count for this call and can be submitted in a separate PDF document.

**Before completing your application form, please answer the below:**

|  |
| --- |
| Has this project and/or the work to be completed in the grant, been previously covered by any other grant applications to NERC and/or UKRI? |
| Yes  |  |
| No |  |
| If yes, please state which grant (e.g., Growing Roots - Round 1) |  |

|  |
| --- |
| Submission agreement |
| By submitting this application form you agree to the following:* This project will be completed by **28th February 2023.**
* A representative will attend an in-person grant meeting (W/C 12/09/2022) and a virtual 5-minute evaluation presentation (W/C 06/02/2023) as required by NERC.
* If awarded, you agree to meet all requirements set out by NERC in the announcement of opportunity, including attendance at the above meetings.
* Either the main applicant or co-applicant is eligible to receive funding as outlined in [UKRI’s eligibility guidance.](https://www.ukri.org/apply-for-funding/before-you-apply/check-if-you-are-eligible-for-research-and-innovation-funding/)
* The main applicant is eligible within their organisation to be the recipient of the grant funding from NERC, and this has been approved by the individual’s organisation’s relevant internal sign-off processes.
* If your application is successful, the work to be completed has not been funded by alternative means.
* The work to be completed in successful grants is not currently covered by any other grant applications to NERC and UKRI that are currently under review.
 |
| I agree that the application I am submitting meets all the points in the submission agreement above. Main applicant signature:*E-signatures and/or typed signature equivalents is acceptable. A wet signature is not required.*Date:Organisation representative signature:(this individual must have financial authority on behalf of the organisation receiving the award)*E-signatures and/or typed signature equivalents is acceptable. A wet signature is not required.*Date: |

|  |  |
| --- | --- |
| NERC Objectives (please select relevant objectives). | Please put a cross in the box next to the call objectives which your proposed project will address. Successful applicants will meet a **minimum of two objectives**, with the first objective from Section 1, and the second objective from Section 1 or 2. **(Please note, proposals that don’t meet a minimum of the two objectives, including at least one from Section 1, will be classed as out of scope, not eligible for funding and rejected at SIFT stage):**  |
| **Section 1** |
|  | **Convene** public debate, with the focus on contemporary research and issues. |
|  | **Build capacity** of researchers to engage innovatively with the public.  |
|  | **Inspire** public audiences with environmental science. |
| **Section 2** |
|  | Engage the public where **new opportunities** have arisen. |
|  | **Trial** public engagement approaches. |
|  | Deliver **leadership** activities in public engagement.  |

# Application Template:

**Applications submitted to NERC must NOT exceed 2 sides of A4. All applications exceeding this will be rejected.**

### Applicant(s) information:

|  |
| --- |
| Main applicant |
| Full name and title |  |
| Job title |  |
| Organisation  | Please highlight the department (if relevant) which you work within. |
| Contact email |  |
| Contact phone number |  |
| Co-applicant (please only list **one**) |
| Full name and title |  |
| Job title |  |
| Organisation  | Please highlight the department (if relevant) which you work within. |
| Contact email |  |
| Contact phone number |  |
| Other named individuals on the project |
| Please provide a short list of other named individuals on the project and maximum of one line summarising their role on the project. **Please note, this section should be kept brief as possible, it won’t be included within the assessment of your application.** Example:Dr J Smith. A University. Role: Leading on workshop design.B Jones. Artist at Company. Role: Creating artistic output |

**Project Summary**

For the following section please provide your answers in **a** **list format,** paragraphs of text aren’t required, and bullet points **are** appropriate.

|  |  |
| --- | --- |
| Engagement location (20 words max.) | Please include the geographical location of your engagement **Example:** Margam Park, Port Talbot, Wales  |
| Topics covered (20 words max.)  | Please highlight the environmental science topics, NERC-remit research, and any other topics that may be included **Example:** Mental health, peatland soils, air quality, social science |
| Audience (50 words max.) | Please include any public group(s), communities, and the researcher audience. **Example:** Local residents living in inner City Birmingham (Postcode). Researchers at Open University. Artist from Birmingham Gallery |
| Organisations involved (75 words max.) | Please list all organisations involved with delivering the project, including those used to build relationships with the target audience, and in a few words explain their roles. **Example:**  Community organisation (including name) – hosting workshop events. |
| Types of public engagement (100 words max.) | Please include brief details of the types of public engagement that will be involved in the project (co-design, training workshops, etc.).**Example:** Co-design workshops with a climate interest group in Cardiff.Researchers will be paired with local sound artists to co-create a digital output.  |

**Project Information**

|  |  |
| --- | --- |
| Project title |  |
| Project scope and objectives (200 words max.) | Describe how you will meet the NERC objectives you’ve selected above – if you have selected more than two objectives please only discuss the two most relevant to your project. **Important:** this section **only** will be used by NERC to complete the scope SIFT part of the assessment for this call, and **no other section** of this application. |
| Project summary (100 words max.) | Please provide a **very brief summary** of the project you are proposing, including the delivery concept and highlights. Please note if you are successful in your application this summary may be used for external communications about the project. |
| Project management and outline  | Outline a plan for project delivery, including key milestones and outputs. You **must** also briefly outline any covid etc. contingency plans, details of how you will evaluate the project, share learnings, and the legacy of the project.  |
| Public engagement purpose (150 words max.) | Provide a summary of the public engagement activities included within your project, the purpose of these, and how you will adopt responsible practices throughout these (environmental sustainability, diversity, equity, and inclusion (DEI) practices).  |
| Funding requested and additional leveraged funding | Please outline the total funding requested from NERC and any leveraged funding. This must include a brief cost breakdown of staff time, cost of any assets (e.g., printing, hands-on activities), and any travel and subsistence required for the project. Please see the funding information within the ‘What we’re looking for’ section of the call announcement of opportunity for costs that can and can’t be requested. Example of the level of detail required:£5,000 staff time at A University, £500 for workshop materials, £5,000 event space, £500 covering the time of an artist, £1,000 other costs. **Total project cost:** £12,000, **Total funding requested from NERC**: £10,000 **Leveraged or in-kind Funding:** £2,000 |