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**Vice-Chancellor’s Awards for Public Engagement with Research 2016**

These awards have been established to recognise and reward those who undertake excellent public engagement with research.

The 2016 Awards are supported by the [RCUK Catalyst Seed Fund](http://www.publicengagement.ac.uk/work-with-us/current-projects/catalyst-seed-fund/university-cambridge) and are coordinated by the University’s Public Engagement [team](https://www.cam.ac.uk/public-engagement/about-us/the-public-engagement-team).

**Scope of the Award:**

For the purpose of the Award, the broad field of ‘public engagement’ is understood as:

*The many ways in which research can be shared with members of the public and/or user communities, with the goal of generating mutual benefits, changes or effects.*

Publics may be made up of individuals, groups of people and organisations beyond academia. Examples of public engagement with research eligible for this Award are (not exclusive):

* Engaging publics with your research, interacting through a variety of face-to-face encounters e.g. public discussions, workshops, festivals, science cafes.
* Engaging publics with your research through social media, broadcasting, blogs etc. with evidence of extended engagement with the audience.
* Collaborative approaches to research with people from outside of academia.
* Involving people within your research, for example as citizen scientists.
* Working with young people and teachers to enrich the classroom experience through research-related outreach and engagement.

**Judging criteria:**

The Award will recognise a strong commitment to public engagement with research. We expect to recognise researchers and staff at all levels of seniority. The judging panel will look at both the reach and significance of engagement activities, recognising that significant and meaningful engagement may be evidenced among smaller groups of people external to academia, as well as projects with broader reach.

Applications will be reviewed by a judging panel including external experts in public engagement. The panel will be looking for:

1. A strong relationship between the high quality engagement and the high quality research.
2. The benefits of the engagement to the research, researcher and publics which should be clear and evidence-based.
3. Applications that demonstrate meaningful engagement with relevant publics throughout the research cycle.
4. Demonstration of a reflective / evaluative approach by the researcher.

**Eligibility criteria:**

1. The Award is open to researchers, postgraduate research students and staff at the University of Cambridge. For a staff member in a non-research role to be eligible for an Award, for example those who work in engagement full/part time, it needs to be demonstrated how their work has engaged the public with current or recent research.
2. The public engagement undertaken must have taken place within the last three years and/or be ongoing, as well as relating to current or recent academic research at the University of Cambridge. Recent research in this context denotes research carried out within the last ten years.
3. We welcome nominations of groups or teams of researchers and others involved in public engagement, as well as individual nominations. Only one nomination is permitted per public engagement initiative. All co-nominees must meet the above criteria, but external partners may be included, and are welcomed to feature in a submission.

**Nomination process:**

1. Those eligible for Awards may self-nominate or be nominated by someone else who is familiar with their public engagement work.
2. Nomination forms must be completed and returned to the Dr Rebecca Jones in the Public Engagement team at publicengagement@admin.cam.ac.uk by no later than **the deadline of** **5pm on** **Monday 18 April 2016**. Late nominations will not be accepted. Forms can be downloaded from: [www.cam.ac.uk/public-engagement/awards](http://www.cam.ac.uk/public-engagement/awards)
3. All nominees are invited to attend the **Award Ceremony held on Monday 20 June** from 3pm until 5pm in the Old Schools: please put the date in your diary now.
4. Please note that candidates unsuccessful this year may be nominated (or self-nominate) for the Awards in subsequent years.
5. All nominees may be asked to contribute to University websites and other materials in respect of their public engagement activities or this Award .

**Winners:**

1. The winners will be announced at an Awards ceremony hosted by the Vice Chancellor with other senior University staff and representatives from the research councils also in attendance. The ceremony is intended to be a celebration of public engagement with research and particularly the work of the winning applicants. Award winners may be asked to say a few words on collection of their Award about their public engagement work. The ceremony will be followed by a drinks and buffet reception for invited guests.
2. A certificate, trophy and a personal cash prize of £1000 will be awarded to each winner.
3. Promotional materials will be created for each of the Awardees to raise the profile of their work both within the University and externally. This may include a short film and a case study to be hosted on the University of Cambridge public engagement website.

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**Vice-Chancellor’s Awards for Public Engagement with Research 2016**

**Nomination form**

This form can be completed by the nominee/s or by another person familiar with the public engagement work of the nominee/s.

We recognise that successful public engagement often arises through the work of groups of people. Please use this form to nominate the principal person/people involved in the ‘nominee details’ and any additional collaborators in the ‘collaborators’ section. We plan to invite shortlisted nominees and collaborators to the Awards Ceremony in June 2016.

If you have any questions whilst completing the nomination form please contact Dr Rebecca Jones at publicengagement@admin.cam.ac.uk. The nomination deadline is **5pm** on **Monday 18 April 2016.**

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| **Nominee details** |
| **Title** | **Name** | **Department/School** | **Email** |
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| **Name** and **title** of person nominating *(if different from above)* |  |
| **Email** |  |

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| **Collaborators**Names of any internal/external collaborators.Note: **All** collaborators must be listed and agree to the terms of entry. |  |
| Further details of collaborators’ role. |  |

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| What position is held by the nominee/s at the University e.g. PhD researcher, post-doctoral researcher, academic staff, other staff. |
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| **1.**  | Background to the field of research upon which the public engagement was based. This should be a lay summary. (max 200 words) |
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| **2.**  | Please provide references of research publications relevant to this public engagement activity.Note: Research must have been undertaken at the University within the last ten years |
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| **3.**  | Please describe the public engagement activity of the nominee/s. Please include information on the objectives and activity, the partners and publics engaged, and how/why these partners were involved throughout the process. Please include dates where possible.(max 300 words) |
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| **4.**  | How has the experience of public engagement affected the researcher/s involved? Has it influenced or improved the research in any way?(max 200 words) |
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| **5.**  | Please provide a summary of evaluation of the public engagement initiative, and/or evidence of benefits to participants. (max 300 words) |
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| **5.**  | How have you shared learning from this project with others within the University and/or externally? (max 100 words) |
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| **6.**  | Please provide weblinks to any outputs of the engagement (e.g photos, videos, online resouces, social media and blogs). *By providing these resources you consent to the University reusing these materials in promotion of the Award.* |
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| **7.**  | *Optional:* Please provide a **single** powerpoint slide which summarises your public engagement work. (Send as an attachment to this form).*Content from this slide may be shown at the Award Ceremony. The Public Engagement team retain the right to edit the content/layout where appropriate to main consistency during presentations*. |

Please provide details of two referees who are familiar with the public engagement work of the nominee/s and may be contacted as part of the judging process.

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| **Referee 1**  |
| Name |  |
| Relationship to nominee/s |  |
| Signature |  |
| Date |  |

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| **Referee 2**  |
| Name |  |
| Relationship to nominee/s |  |
| Signature |  |
| Date |  |

By completing this nomination form you are confirming:

1. The nominee will make best efforts to attend the Awards Ceremony on Monday 20 June 2016, and we welcome collaborators to attend this celebratory event.
2. The nominee agrees to undertake supporting promotional work around the Award.
3. The nominee consents to information on this nomination being used for future promotion of the Award.

Please tick you have understood and agree to these terms.

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Signed:………………………………………………….

Date:……………………………………………………..

Please return this form to Dr Rebecca Jones at publicengagement@admin.cam.ac.uk by:

**Monday 18 April 2016**.