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**Application Form**

2019-2020 Round 1

Open August 2019

This form, plus any letters of support from project partners, must be submitted electronically via your Institutional public engagement teamas a **single PDF file.**

Full guidance notes, including privacy notice and details of institutional public engagement contacts can be found at [www.scotpen.org/swea](http://www.scotpen.org/swea).

**Key Dates**

The closing date for applications is **5pm on Friday 25th October 2019**. The start date of this award can be no sooner than 25th February 2020.

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1. **Project overview**

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| Title of the proposed project |  |
| Proposed start date  No earlier than four months after application deadline |  |
| Proposed duration of project  May not extend beyond the end date of your Wellcome award |  |
| Total funding requested  Please provide detailed breakdown in Section 4 |  |

1. **Applicant Details**

**Lead Applicant**

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| --- | --- |
| **Lead Applicant** | |
| Full name |  |
| % Ownership of engagement project |  |
| Wellcome grant title and number | for example, 111111/Z/11/Z |
| Grant end date |  |
| Research Institute/School/ Department/Division |  |
| University |  |
| Email address |  |

**Co-Applicant/s** (see Guidance notes for definition)Please list details of **all** additional project co-applicants. Add further tables as required. Please leave blank if you have no co-applicants.

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| --- | --- |
| **Co-Applicant 1** | |
| Full name |  |
| % Ownership of engagement project |  |
| Research Institute/ School/ Department/Division |  |
| University |  |
| Email address |  |

**Project Partner/s** (see Guidance notes for definition)Please list details of project partners (organisations or individuals) with **significant** involvement in the project. Add further tables as required. Leave blank if you do not have any partners.

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| --- | --- |
| **Project Partner 1** | |
| Full name |  |
| Job title |  |
| Organisation |  |
| Project role (e.g. delivery partner; public engagement support) |  |
| Funding to be transferred to partner? | Yes/No (delete as appropriate. Please provide details in Costs Requested) |

1. **Background information**

**Summarise your main Wellcome award for which you are requesting SWEA funding**. Indicate progress made to date and how this engagement activity complements your research(maximum 300 words).

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1. **Project summary**

**Please provide an outline of what your successful engagement activity will look like, and what you will have achieved** (Summary for external publication; maximum 250 words).

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1. **Project Description**

Provide details of your public engagement proposal (overall maximum: 850 words)

1. What is the purpose of your engagement? What change do you want to achieve and why is this needed? Who do you want to reach and why do you want to engage with them? Consider the outcomes for the audience as well as any impact on you, your research, your institution and beyond.

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1. What is the project you will deliver? Include rationale for why your methods are appropriate for your chosen audience and outcomes, and how you will work with any external partner/s.

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1. **How will you evaluate your outcomes and share this learning?**

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1. **What public engagement experience do the applicant(s) and partners bring, and how will the proposal will develop capacity**?

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1. **Costs Requested**

Provide a high-level budget breakdown and justification for costs requested.

Add more rows as required.

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| --- | --- | --- |
| **Expenditure** | **Amount** (GBP) | **Justification** |
|  |  |  |
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