# **Engagement Excellence Scheme at the University of Leeds**

# **- Application Form** -

**Updated submission deadline: 5pm, 11 October 2021**

Please fill out the application form; your completed form should not be longer than two pages.

**Applicant’s name and email:**

**Preferred pronouns:**

**School/Institute and Faculty:**

**Role:**

**Line manager’s name and email:**

**Amount requested (up to £500)**:

**I am applying for the (delete as appropriate)** Public Engagement/PPI track Policy Engagement track

**Application title:**

**Q1. Please explain what you would like to do during the Engagement Excellence Scheme.**

**Q2. Please state the main aims and objectives of the project. Who is your target audience? How will you reach them, e.g. co-production, dissemination, etc. When the project is complete, what will be different?**

**Q3. Please describe how the suggested project relates to your own research projects and/or to research projects in your School/Institute?**

**Q4. What do you plan to spend the money on? Please also provide details of any matched funding or additional resources secured to support the programme.**

**Q5. What skills would you like to develop as part of the scheme?**

**Q6. How will you assess whether you have achieved the aims detailed in Q2?**

**Q7. Please indicate here if you have previous experience in public/policy engagement or school outreach?**

**Expectation**

The scheme will run from November 2021 to July 2022. To graduate Fellows are expected to attend a minimum of six sessions, deliver at least one public/policy engagement activity during the scheme and submit three short reports. It is an expectation that their School/Institute will be supportive of the development opportunity for the Fellow (in terms of time allocation) and will help with the spread and adoption of engagement practices in the School/Institute.

**Approval**

For each please sign (digitally is fine), type the name and date

**Applicant:**

**Line manager:**

**Head of School/Institute:**

Please submit your application to peteam@leeds.ac.uk by **5pm, 11 October 2021**