**CELEBRATING EXCELLENCE IN**

**RESEARCH AND IMPACT 2024**

**NOMINATION FORM**

Please provide details of the award and submit your completed applications to the REO Research Planning Team (reorp@essex.ac.uk).

Please refer to the Guidance Notes for the awards including details of eligibility**.** Please note the word limits for each section.

**Nominees – Personal Information**

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| Name | Department | Email | Telephone number |
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| **1. Award category** (please delete as appropriate)*a. Research Champion**b. Outstanding Early Career Researcher**c. Outstanding Mid-Career Researcher**d. Best Research Impact**e. Best Research Impact by an Early Career Researcher**f. Outstanding Interdisciplinary Research**g. Research Visibility Champion**h. Outstanding Research Support by a Technician or Technical Team* *i. Outstanding Research Support by a member of or team from Professional Services* |

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| **2. Assessment Criteria** (750 words max)Provide details of how you meet the assessment criteria for the selected award category (please refer to guidance notes document).For **award categories (a), (b), (c) and (f)** please refer to the relevant criteria in the guidance notes (see page 3). Answering the below questions should also help structure your response accordingly. * Explain your research in three sentences and outline the issue that your research addressed.
* Explain why your research is important and potential impact
* Provide a summary of your research achievements (outputs, grant funding, prizes etc.)
* What has been your biggest challenge and how did you overcome it
* Provide a summary of any other activities undertaken within the University that evidence how you have been supportive to other colleagues.

For **award categories (d) to (e)** please include a project title and structure the response into two main sections (see pages 3-4): 1. a brief outline of the underpinning research
	* + Explain the research question and the rationale behind it
2. details of the impact
	* + Explain how the research question was addressed
		+ Explain what difference the outcomes of this research have made to policy, stakeholders, etc.

For **award category (g**) please structure your response into three main sections:* What steps have you (individually, or as group) taken to increase visibility (see the [Good Practice: Reaching Academic and Public Audiences](https://library.essex.ac.uk/ld.php?content_id=32726614) booklet for suggestions)
* Why these steps were taken
* How these steps have proven successful

For **award category (h) and (i)** please write up to five sentences, outlining the contribution and/or support to research within the institution, a research project or to the relevant departmental research environment, focusing on at least one of the criteria outlined on page 6 of the guidance document.Extend this field as necessary |
| **3. Evidence – For award categories (d), (e) and (g) ONLY** (5 items max)For **Award categories (d) to (e)** please include evidence to corroborate your impact claims. For example:* Supporting statements from non-academic individual/s or organisation/s suitably equipped to confirm the research impact. These can be letters or emails. Existing documents are acceptable; they need not be obtained specifically for the awards.
* Reports, reviews, web pages (links, screenshots and text) or other documented sources of information external to the University of Essex and in the public domain.

For **Award category (g)** please include links to your **ORCID and Google Scholar profiles** as well as supporting evidence to corroborate your case, for example:* Citation data, such as number of citations, citations per publication, Field Weighted Citation Impact (FWCI)
* Altmetric data, such as number of views, social media interactions, news mentions and more
* Engagement with open research, such as open access publishing (including preprints) and open data
* Qualitative evidence, such as reviews, qualitative feedback etc.

All supporting evidence must be provided with the application by the deadline.  |
| **4. Statement of Support from Head of Department/School** (250 words max)Extend this field as necessary |
| **Contact details for external collaborator or non-academic research user**Please provide **contact details for an external collaborator (award categories (a) to (c), (f) and (g)), non-academic research user (award categories (d to (e)) or academic colleague or technical manager (award category (h) and (i))** who you would like to invite to the awards event should your nomination be shortlisted.

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| --- | --- |
| Name |  |
| Organisation |  |
| Email address |  |
| Telephone number |  |

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| **4. Signature(s) of applicant(s)****Name** **Date**  |

Please submit the completed application form to the REO Research Planning Team (reorp@essex.ac.uk) by **4.00 pm on Friday 23 February 2024.**