**Arts and Humanities Impact Accelerator Fund**

**Application Form**

Please provide details of the project for which you are seeking funding below, following discussion of your plans with your [Research Impact Officer](https://www.essex.ac.uk/staff/professional-services/research-impact-team), who can advise on the application. Please refer to the Guidance Notes before completing this form. Please complete the boxes in Arial, font size 10, single line spacing. You are free to expand the boxes as required but the application should be no longer than 4 pages in total excluding material for office use.

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| **Lead applicant name** | |  | |
| **E mail** | |  | |
| **Department** | |  | |
| **Name(s) and Department (s) of co-applicant(s)** | |  | |
| **Project title** | |  | |
| **What research are you accelerating the impact of?** *200 words max. Please describe your research that is underpinning the activity for which you are seeking funding. This does not have to be published research, but please link to the relevant RIS record, or cite publications, where appropriate***.** | | | |
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| **Summary of project** *50 words max* | | | |
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| **Does this activity contribute to a potential REF Impact Case Study?** | | **Yes/No** | |
| **Proposed activity, including the rationale and the objectives** *500 words max. Describe the proposed activities, how academics and researchers will be involved, and how the activity will engage with external partners, beneficiaries and/or end users***.** | | | |
|  | | | |
| **Outline the proposed timeline for the project** *including milestones for planning, delivery and evaluation* | | | |
| **Start date** |  | **End date** |  |
| **Time period** | | **Activity / Milestone** | |
| *e.g. May-June* | | *Development of workshops* | |
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| **Who are the stakeholders / participants and beneficiaries of your project?** *Please detail who are you involving and how have you identified them; and how you will identify any further relevant individuals/ organisations to involve. Beneficiaries may not be directly engaged in the funding activity.* | | | |
|  | | | |
| **What benefits will the activity have for those involved, or for other stakeholders?** | | | |
|  | | | |
| **Partners and collaborators (in delivery of the project/activity)** *Provide details of external partners working or involved in the delivery of the activity. Detail any in-kind contributions the partner will make (including £ value)* | | | |
|  | | | |
| **Inputs, Outputs, and Impacts** *Detail the activities and inputs, the outputs that will be produced from these activities and the early and later stage impacts you expect to occur. Describe how you will measure the success/delivery of these. Refer to* [*‘Designing Engagement for Impact’ Framework*](https://www.essex.ac.uk/-/media/documents/directories/reo/designing-engagement-for-impact-framework.pptx)*’ for guidance.* | | | |
| **Activities and Inputs** | | | |
|  | | | |
| **Outputs** | | | |
|  | | | |
| **Early and later stage impacts** | | | |
|  | | | |
| **Please describe any plans for follow-up activities** | | | |
|  | | | |
| **Funding requested** *max £15,000 including VAT* | | | |
| **Expenditure Item** | | **Amount (£)** | |
| Staff costs – research/project assistance *State grade/spinal point, FTE and time needed* | |  | |
| Equipment | |  | |
| External fees (consultants, services etc.) | |  | |
| Travel | |  | |
| Consumables | |  | |
| Other | |  | |
| **Total project cost (including VAT)** | |  | |
| **I agree if my project is offered funding, I cannot receive a cost code or start work until I have obtained ethical clearance to do so.** | | | |
| **I agree to undertake the work described, to submit a report to the Research and Enterprise Office on completion of the project and record all activities and impact on the RIS-Impact Module.** | | | |
| **Signature of Lead Applicant** | |  | |
| **Date** | |  | |

**FOR OFFICE USE ONLY**

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| **Project Approval by:** |  |
| **REO** |  |
| **RCP record No** |  |
| **Project Decision Date** |  |
| **Date Applicant Notified** |  |