**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](mailto: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.   |  |  | | --- | --- | | Name |  | | Organisation |  | | Email address |  | | Telephone number |  | |
| **4. Signature(s) of applicant(s)**  **Name**  **Date** |

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