Research Collaboration and Impact Fund (formerly known as REKEC) ⸲

Applicants should submit the completed form no later than **11am on Friday 15th March 2024**. Please, read carefully the guidance in Section 1 of this form before completing it.

* Required

* This form will record your name, please fill your name.

Guidance

The funding can be used to support a range of activities:

- **Policy Engagement** between academics and policymakers

- **Collaboration and Knowledge Exchange** between academic and non-academic stakeholders / practitioners designed to develop the impact from research
- **Early Stage Commercialisation of research ideas**
- **Impact Evaluation** supporting the collection of evidence for impact case studies

Further details, including maximum duration and funding and assessment criteria, can be found on the fund webpage: https://www.reading.ac.uk/research-services/committees-and-internal-funding/internal-research-funding/research-collaboration-and-impact-fund

Eligibility
 Funding will be open to all staff with relevant research based projects and it is expected that most proposals will be led by a permanent member of academic staff. Projects may be led by fixed term research staff provided their HoS and line manager are supportive and there is a permanent member of academic staff as Co-I.

Eligible costs include the following:
·   salaries (and on-costs) for research, technical and professional staff
·   campus jobs costs
·   secondments to and from partner organisations
·   consumables
·   facilities use
·   small items of equipment (under £10K)
·   expert consultancy e.g. for market assessment.

 Overheads are **not** eligible costs.
The costing spreadsheet to use and upload to the application form can be found here: https://www.reading.ac.uk/research-services/-/media/project/functions/research-and-enterprise-services/documents/cost-template-feb24.xlsx?la=en&hash=A36504971CA8916CAC662662D83C156A

Please note all projects **must** end with all expenses submitted before the end of July 2024.

Application details

1. Lead applicant name *

[   ]

2. Lead applicant employee number *

[   ]

3. Lead applicant's School and Department *

[   ]

4. Does the application have co-applicants? *

◯ Yes

◯ No

5. Name(s) of CoApplicant 1

[   ]

6. School/Department of CoApplicant 1

[   ]

7. Does the application have another co-applicant? *

○ Yes

○ No

8. Name(s) of CoApplicant 2

[   ]

9. School/Department of CoApplicant 2

[   ]

10. Does the application have another co-applicant? *

○ Yes

○ No

11. Name(s) of CoApplicant 3

[   ]

12. School/Department of CoApplicant 3

[   ]

13. Does the application have another co-applicant? *

    ◯ Yes

    ◯ No

14. Name(s) of CoApplicant 4

    [   ]

15. School/Department of CoApplicant 4

    [   ]

16. Title of work proposed *

    [   ]

17. Have you applied for, and recieved, funding for the related work from the University previously? e.g REFT or previous REKEC or policy support funding *

    ◯ Yes

    ◯ No

18. If yes, please add details *

    [   ]

19. Total Funding requested *

This is the amount being requested to complete the work

[   ]

The value must be a number

20. Start date for funding *

[📅]

21. End date for funding *

[📅]

Description of work

22. Summary - Max 150 words *

Enter a short summary of the work proposed

23. Proposed acitivities and deliverables - max 500 words *

24. Please list the stakeholders, practitioners, audiences, policymakers, collaborators/partners (as relevant) that you will be engaging with as part of the project *

Strategic relevance

25. Please describe the strategic importance of your project to the University Strategy, KE objectives and/or division impact priorities - max 200 words *

26. Briefly describe the novelty and timeliness of the work- max 200 words *

27. Please describe the potential outcomes of your work and what would be your immediate next steps to continue making progress? Furthermore, what will you need to do after the end of the project to continue the development of the impact/wider on-going collaborative work and how these will be achieved? *

Risks

28. What are the risks associated with the work and how will these be mitigated? (Describe any factors that might inhibit the successful achievement of the project as described above) *

Classification

29. Principal Funding Objective *

Please select the funding objective most appropriate for your work(one selection only)

○ Policy engagement

○ Public Engagement in Research

○ Early stage commercialisation

○ Engaging stakeholder or practitioners (KE)

○ Impact evaluation

○ Strategic projects

30. Does your project involve knowledge exchange*? *

*Knowledge exchange can be defined as a collaborative, creative endeavour that translates knowledge and research into impact in society and the economy. KE includes a set of activities, processes and skills that enable close collaboration between universities and partner organisations to deliver commercial, environmental, cultural and place-based benefits, opportunities for students and increased prosperity.

○ Yes

○ No

○ Not sure

Project costings

31. Please upload your costing template *

Costing template can be found here: https://www.reading.ac.uk/research-services/-/media/project/functions/research-and-enterprise-services/documents/cost-template-jul23.xlsx?la=en&hash=5AE66A98D542EABD4C0EEF50A720DEC2

⤒ Upload file

File number limit: 1   Single file size limit: 10MB   Allowed file types: Word, Excel, PPT, PDF, Image, Video, Audio

Publicity

32. How would you summarise your project and its importance in a tweet (120 characters or less)? *

33. If successful, will use your project to publicise the fund internally and to provide case studies for future applicants. Please indicate below that you consent to this. *

○ Yes

○ No

34. If you do not consent, please state your reasons *

Confirmation

35. Please confirm your HoS or RDL is aware of and has approved the application *

○ Yes

○ No

Microsoft Forms