

**UCL CULTURE**

**Train and Engage Application Form**

**Deadline: Midday Monday 4th October 2021**

Please ensure that you have read ‘Train and Engage – Guide for Applicants’ found on our website. Please fill in all boxes. Applications longer than 5 sides of A4 or with answers in smaller than 11pt text will not be considered.

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| **Application title** |  | |
| **Amount requested** (up to £1,000) |  | |
| **Project start and end dates** |  | |
| **Please let us know what year you attended and completed that year’s requirements Train and Engage** | |  |
| **Please tick this box to confirm that you have not been funded through Train and Engage previously** | |  |

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| **Applicant name** |  | **UPI Number** |  |
| **Phone** |  | **Email** |  |
| **Department** |  | | |
| **Faculty** |  | | |
| **Postgraduate Student Level** (for example, MPhil, PhD, MRes) **and year of study (if applicable)** | |  | |
| **Department/institute/other finance contact**  **name and email address. Please do inform them that you are applying.** | |  | |
| **Optional: Please feel free to disclose if you or your external partner are from an underrepresented communities within the sector and at UCL.** (Including but, not exclusively, disabled, D/deaf and neurodiverse people, LGBTQ+ people, people from Black, Asian and ethnic minority backgrounds.)This question is not compulsory, and your response would not inform our funding decisions. Data will not be linked to specific individuals. | | **Prefer not to share: ☐** | |

All project leaders who are awarded funding will be asked to:

1. Attend group sessions to share their learning and experiences with the other project leaders.
2. Share their learning as widely as possible and participate in UCL Public Engagement Network activities.
3. Stay in touch with the Engagement Team and submit receipts and regular spending reports.
4. Complete a short project learning and evaluation report at the end of their project.

# Please tick this box to indicate that you are happy to take part in the aforementioned activities as a condition of funding and have your name and department listed on our website so that other UCL staff and students can contact you regarding their own public engagement projects

Please submit your application **by midday, Monday 4th October** to [publicengagement@ucl.ac.uk](mailto:publicengagement@ucl.ac.uk).

**Q1.** What will happen during your project? Please provide a description of what will happen, if your public engagement project is funded, we will use this description of it for our [website](https://www.ucl.ac.uk/culture/projects/2020-train-and-engage-funded-projects). This is also a good opportunity to introduce your project to the reviewer clearly and concisely. *(150 words maximum)*

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**Q2.** Please state the main aims and objectives of this project. Use bullet points if you wish.

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**Q3.** Who are your external partners or public for your project? Which groups (for example, demographic, or with a shared interest) will you be working with?

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**Q4.** Why does this project need to be carried out? What will the benefit be for both yourselves and the external partners / audiences involved?

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**Q5.** What evaluation will you carry out throughout the project? How will you assess whether you have achieved the aims detailed in Q2?

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**Q6.** How is the public engagement project linked to your research/studies? For example, your public engagement project could focus on a particular subject area or be related to a theme of your studies (max 100 words).

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**Q7.** Who is involved in the project? Please give details of people both inside your university and those beyond academia that you plan to work with. Please also provide a short summary of their role in the project.

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**Q8.** What will happen throughout the project? When will it happen, i.e what is the timescale?

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**Q9.** Please provide a breakdown of the amount requested – what will the money be spent on? Please also provide details of any funding or resources coming from elsewhere.

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**Q10.** Will any form of this project take place if this application is not funded? What will it look like?

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