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**UCL PUBLIC POLICY**

 **Policy Engagement and Impact Fellowship**

 **Overview**

The Policy Engagement and Impact Fellowship is a learning opportunity for early career researchers or those at a similar academic stage. It will combine in-depth training, hands-on experience and tailored partnerships to help develop impactful policy engagement.

The Fellowship will begin with training sessions designed to ensure participants have the skills and confidence to engage with the policy community. Participants will also be supported to identify stakeholders and work with them to co-produce a targeted policy output (including, but not limited to a short report, presentation, policy brief, slide deck or Select Committee submission).

**Eligibility**

The Fellowship Programme is open to early career researchers (broadly defined as someone within the first seven years of their research activity, or PhD students and post-docs) or those at a similar academic stage from any UCL Faculty or Department. UCL Public Policy is committed to increasing the diversity and inclusivity of its activities. We strongly encourage people from under-represented groups (Minority Ethnic groups, LGBTQ+, a mature student or disabled) or those who have experienced career interruptions/breaks to apply. We will strive to support accessibility needs where possible.

**Programme Learning Objectives**

This Fellowship will enable participants to:

1. Understand the policymaking process and the role researchers can play in supporting evidence-informed decision-making.
2. Work with relevant policy stakeholders to co-produce a high-quality policy output.
3. Develop skills and resources that will help them to translate their research into broader contexts and engage with policy actors, networks and organisations.
4. Feel well-versed in the varying pathways to policy impact, and gain experience in sharing their own work and expertise with different actors across the evidence ecosystem.
5. Develop communication and writing skills for different policy audiences.

**Funding**

Four awards of up to £2000 are available over a four-month period with funding until 31st July 2021.

**Timeline**

* Friday 19th March (23:59): Deadline to apply
* Friday 26th March: Applicants informed of decision
* April: Training sessions and self-directed study
* May-July: Policy product co-production and stakeholder engagement
* July-September: Production of blog post for Policy Postings on your experience

**Training**

Participants are expected to attend three training sessions:

1. Session 1: Public Policy 101 and Stakeholder Analysis - introducing participants to foundational knowledge of academic-policy engagement, including the UK public policy ecosystem, policy professionals and the value of public policy engagement for a researcher. It will also cover the importance of co-production and ways to identify key stakeholders and engage them throughout the policy output development process.
2. Session 2: Pathways to Impact - Hands-on learning to navigate the different routes to engage with decision-making, and understand how your research can impact public policy.
3. Session 3: Communication with a Policy Audience - Practical guidance on how to collaborate with key policy stakeholders to frame and format policy outputs (i.e. short reports, presentations, policy briefs, slide decks, agenda and meeting minutes, roundtables or seminars, podcasts, Select Committee submissions).

These sessions will be co-delivered by staff from UCL Public Policy and Nesta.

 **Programme Evaluation**

Short-term impacts: Participants will receive a survey at the end of the 3-month Programme (October 2021) to capture and evaluate immediate outputs and assess their perspectives on the: delivery of the Programme, training, support offered and their overall participation experience.

Medium-term impacts: Six-months after the end of the Programme (January 2022) participants will be invited to engage in a focus group to explore whether their participation in the Programme has led to additional policy engagement, what activities they have been involved with, lessons learned, whether they have achieved any policy impacts, etc.

Long-term impacts: One-year after the end of the Programme (July 2022), UCL Public Policy team will organise calls with each of the participants to hear about what differences the Programme has made to their academic-policy engagement work and whether they found participation beneficial.

**Application**

The deadline to submit your completed Application Form (following page) is **Friday 19th March 2021** (23:59). Please send Applications to Audrey Tan (audrey.tan@ucl.ac.uk) with ‘**Policy Engagement and Impact Fellowship Application’ in the subject line.** All applicants will be notified of the status of their application by Friday 26th March 2021.

**Application Form**

Demographic questions:

|  |  |
| --- | --- |
| **Name**  |  |
| **Role at UCL** |  |
| **Faculty and Department**  |  |
| **Are you an early career researcher (ECR) or at a similar academic stage? (**broadly defined as someone within the first seven years of their research activity, or PhD students and post-docs) | [ ] Yes [ ] No |
| **Are you from an under-represented group?** (Minority Ethnic groups, LGBTQ+, a mature student or disabled) | [ ] Yes [ ] No |
| **Do you have any accessibility requirements?** (your response will not be factored into the application decision) | [ ] Yes [ ] NoIf yes, please describe: |
| **Do you have permission from your supervisor/line manager to take part?**  | [ ] Yes [ ] No |
| **How did you hear about this opportunity?** |  |

Short answer questions:

1) Why do you want to join the Fellowship Programme and what are your main motivations for getting involved? (max 200 words)

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2) Please describe how you think this Fellowship might enhance or build upon your existing policy engagement experience or knowledge. (max 200 words)

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3) Please describe the research on which you would like to centre your involvement in this Fellowship. Include any links to project pages/information or existing publications (media, blogs, conference abstracts, academic papers, reports, etc.). (max 200 words)

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4) Up to £2000 of funding is available. Please provide an outline of how requested funds will be used for this Fellowship. See **Appendix 1** (last page) for resources and links to UCL suppliers, as well an example budget.

Please note: The amount requested in this indicative budget will be issued at the beginning of the Fellowship. Any underspend will need to be returned to UCL Public Policy. An additional request for funds (to a combined total of up to £2,000) can be made over the course of the Fellowship.

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|  | **Description**  | **Subtotal** |
| **Travel** (i.e. training, virtual conference attendance, meeting with stakeholders\*) |  |  |
| **Equipment** (i.e. design and editing software, microphone\*\*) |  |  |
| **Consumables** (i.e. printing, postage and stationery, photocopying, computer supplies) |  |  |
| **Other** (i.e. services such as video editing, podcast production, graphic designer, etc. or other costs that do not fall into the other headings) |  |  |
|  | **Total (max £2000)** |  |

\*Where permitted by Government guidelines and restrictions at the time

\*\*Equipment costs should be proportionate and essential to the development of the policy output.

**Appendix 1**

**Compiling a budget:**

* UCL guidance on ‘[Costing your research project](https://www.ucl.ac.uk/research-services/applying-funding/costing-principles/costing-your-research-project)’
* LSE has a useful document on how to ‘[Get started with your grant application budget plan](https://info.lse.ac.uk/staff/divisions/research-and-innovation/research/apply-for-funding/compile-a-research-budget)’

**Examples of suppliers:**

* [UCL Design Services](https://www.ucl.ac.uk/isd/services/digital-media/design-services)
* [ISD Digital Media](https://www.ucl.ac.uk/isd/services/isd-digital-media)
* [UCL Media Production and Live Streaming](https://www.ucl.ac.uk/isd/services/digital-media/media-production-and-live-streaming)
* [UCL Contracted Suppliers](https://www.ucl.ac.uk/procurement/contracted-suppliers)
* [UCL Software Database](https://swdb.ucl.ac.uk/)
* [ISD Print, Copy and Scan Services](https://www.ucl.ac.uk/isd/services/print-copy-scan-services)
* While the Fellowship programme will include foundational policy engagement training, you may wish to supplement this with external training from other organisations, including, but not limited to:
	+ [Government Exchange](https://www.governmentexchange.co.uk/courses/#pag)
	+ [Understanding ModernGov](https://moderngov.com/)

**Example:**

|  |  |  |
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|  | **Description** | **Subtotal** |
| **Travel** (i.e. training, virtual conference attendance, meeting with stakeholders\*) | [Effective Briefings and Submissions](https://moderngov.com/course/effective-briefings-and-submissions/?utm_campaign=U21ESB2804%20-%20Effective%20Briefings%20and%20Submissions&utm_medium=email&_hsmi=111185133&_hsenc=p2ANqtz-_kLBq1yp7JBqlwkfmDkHGWTbro3jxZT4QY7p9SVlpoXhNdNFCbYnloC68A3A5dCnm8RRKmedr5jXZcQh6uglhN5rgu4A&utm_content=111185133&utm_source=hs_automation) training on 28th April with Understanding ModernGov | £345.00 |
| **Equipment and technology** (i.e. design and editing software, microphone\*\*) | [Adobe Creative Cloud UCL subscription](http://swdb.ucl.ac.uk/package/view/id/753)Otter.ai Pro 2-month subscription ($12.99USD/month) | £79.50£18.51 |
| **Consumables** (i.e. printing, postage and stationery, photocopying, computer supplies) |  | 0 |
| **Other** (i.e. services such as video editing, podcast production, graphic designer, etc. or other costs that do not fall into the other headings) | [UCL Design Services](https://www.ucl.ac.uk/isd/services/digital-media/design-services) to design and format 2-page output document [UCL Media Production](https://www.ucl.ac.uk/sustainable/staff/positive-climate-resources/sustainable-travel/virtual-connectivity) to record, edit and caption a video | £250.00£230.00 |
|  | **Total (max £2000)** | **£923.01** |

\*Where permitted by Government guidelines and restrictions at the time

\*\*Equipment costs should be proportionate and essential to the development of the policy output.