

2022-23 UCL East Community Engagement Seed Fund.

The UCL East Community Engagement Seed Fund is a small grants funding round for UCL staff and post graduate research students. It is designed to support the development of engagement activities and partnership opportunities with east London communities.

Grants are available to UCL staff and post graduate research students who are or will be part of UCL East, or whose work is in east London and is connected to the ambitions of UCL East. These grants are intended for the development and/or delivery of projects with east London community partners, particularly those from the Voluntary Community Sector (this could include both formally constituted organisations, and more informal groups such as residents' associations).

The projects should be related to the vision of UCL East and should be founded on the principles of **collaboration, co-production, and two-way dialogue** with the identified partner. As part of our ongoing work to improve the inclusivity and accessibility of the scheme, we encourage applications from those who are underrepresented in the sector and at UCL including but, not exclusive, to disabled, D/deaf and neurodiverse people, LGBTQ+ people, people from Black, Asian and Ethnic Minority backgrounds. Grants can be used to further existing relationships or be a catalyst to sparking new partnerships and initiatives.

Four grants of up to £4,000 will be made available to support public engagement activities in partnership with east London communities.

What can the grant be used for?

We do not wish to be prescriptive about the type of activity, but it could include, workshops, online events or festivals, exhibitions, or other dialogue-based activities. The grants will aim to create the space and opportunity for members of UCL East entities and their partners to deliver or develop activity fitting with the vision of UCL East as an open, accessible, and publicly engaged university. The grant can be used to cover the costs related to your activity including, but not limited to, materials, catering, travel costs, covering the time of partners. It can also be used to pay for time for project support at UCL, for example employing students or casual staff to help deliver the project or activities.

Applications must:

- Establish or develop a partnership between academic staff or post graduate research students from UCL and community groups or organisations from east London (Hackney, Tower Hamlets, Newham, Waltham Forest).
- Be based on the principles of collaboration, co-production, and mutual benefit.
- Value equally the skills and expertise of both academic and community partnerships.
- Have clear and tangible outputs and outcomes.
- Evaluate, learn from, and share their engagement activities.

Ineligible costs:

Please note the following types of activity are not eligible for funding.

- Activities that are primarily about communication between professionals and academics in a particular subject area.
- Proposals that focus on widening participation in higher education or enrichment of school curricula.
- Activities which are part of your research and should be funded with a research grant.
- Activities which have already taken place.
- Activity led by taught students. Taught students are eligible to apply for community engagement funding for student through the Students Union UCL ([visit the website and scroll down to “UCL East Grant – Engage with the UCL East community”](#))

How to apply

You will need to apply via [our online form](#). You can use this word form to prepare your answers.

Timeline

Application deadline: 2 December 2022

Project delivery: January– July 2022 (please note all project **spend** must be complete by 31st July 2023).

If you are successful

Finance: We will begin the process of transferring the funds to a departmental account as soon as possible after confirming the success of an application. It is important we have the contact details of the finance administrator within your department to ensure the smooth transfer of funds.

Kick-off meeting: At the beginning of the funding period, we will invite you to a meeting which will include a session on evaluating your public engagement. Attendance at these meetings is a requirement of accepting funding.

Staying connected: The UCL Engagement Team expects to be in informal contact with project leaders to provide advice, support and guidance throughout the project, as appropriate. We tailor this support and monitoring to match your needs.

Evaluation and Learning: All awardees are asked to complete a Project Learning and Impact Form at the end of their project to reflect on their experience. **Completing this form is a requirement of accepting the funding.**