# University of Leeds

# Engaged for Impact Awards 2021-22

# Guidelines

# Aims of the Engaged for Impact awards

* Recognise and reward teams and individuals who are committed to engagement for impact as part of their research
* Celebrate collaborative ways of working
* Promote and share innovative and high-quality research engagement approaches
* Share challenges and successes to foster learning and inspire other researchers and professional staff

# Overview

The Engaged for Impact awards recognise that the road to research impact is often a long one and there are many engagement steps on the way that are worthy of celebration. Partnerships, collaboration and teamwork are often an essential part of these engagement steps. These awards will aim to shine a light on all those involved in contributing to the success, whatever their role.

Different types of engagement (e.g., policy, public, patient, business) with research do not always sit neatly apart but often combine to achieve change. For that reason, public, policy, and business engagement with research could form part of the story in any of the award categories. Similarly, improving equality, diversity and inclusion as part of research endeavours is integral to the way we work at Leeds and so cuts across all the categories – this could equally be about improving inclusion of underrepresented researchers in engagement practices, including underrepresented groups in research methodologies, as well as empowering others in the wider community.

We value research impact in all its forms, whether introducing new ideas, changing how we do things, or building people’s capacity to engage and benefit from our research. As such, the awards seek to encourage and reward engagement with research leading to all forms of impact and every category is as important as the others.

We have purposefully kept the award titles short. The description fleshes out what the title is relating to. It is quite possible that your work could be submitted to multiple categories. We ask you to choose one category.

# Engaged for Impact Award Categories:

### Building partnerships and networks

This award recognises the importance of partnerships and networks to bring about change. It seeks to recognise the development of sustained collaborations with external organisations, which might include businesses, government and/or the third sector (not an exclusive list). The focus is on developing shared objectives and linking engagement activities across organisational boundaries towards a common impact goal. Outcomes may include increasing organisational capacity, developing skills and expertise, and promoting open and inclusive approaches to collaboration. Partnerships and networks may be local, national, or international in scale.

### Making a positive difference to society

This award recognises engagement that leads, or may lead, to positive changes to society. It also includes engagement that prevents harm for groups within society. Working with communities and groups, this could involve activities that enable this positive difference to happen.

### Widening perspectives

This award recognises activities where multiple views from different knowledge holders (including seldom-heard voices) are brought together to inform, reframe, or change public debate, and to inspire learning and sense-making that leads to empowerment.

### Finding a better way

This award recognises all the ways in which new thinking and acting, new products and knowledge, lead to creating and galvanising change and innovation. This also includes prompting dialogue, exploring risk, informing decision making, provoking challenge, scrutiny, and debate, and holding to account.

### Caring for the future

### This award recognises research impact that is likely to build over time leading to a fairer, safer, and more equitable world and healthier environment. Examples may include sustainability, climate action, poverty, education, equality, inclusion, and digital transformation etc.

## Eligibility criteria

All members of staff at the University of Leeds are eligible to apply, and applications can be made by individuals or teams. PGRs (Postgraduate Researchers) can be team members but cannot be the lead applicant. External partners can be listed as members of the team. The lead applicant is the contact person for the award application and must hold a contract that lasts until the end of the next academic year (July 2023), so they can manage the prize money if awarded.

Applications are open to all disciplines, and we encourage applications from early- and mid-career stages.

Activities must be based on research expertise from the University of Leeds.

Activities must have been completed and have taken place since August 2019. There can be on-going activity and planned future activity, for the purpose of the award only completed activity is considered.

Activities that serve student recruitment, widening participation, general promotion of higher education or of a particular area of study will not be considered.

## Award Prize:

Awards will be celebrated at an awards reception this academic year and we expect teams/lead applicants to join. The upper limit for allocation of prize money and attending the award event is 10 people per team. These will be taken to be the lead applicant and the first nine team members listed in the application form. Further team members and their contribution will be acknowledged in the communication around winning entries.

The first prize in each category is comprised of:

* a certificate and trophy
* £3,000 for future impact-related activities (to be spent from August 2021-July 2023)
* £100 personal prize for each team member

The second prize in each category is comprised of:

* a certificate
* £1,000 for future impact-related activities (to be spent from August 2021-July 2023)
* £50 personal prize for each team member

## Information for applicants

Impact occurs through processes of [engagement with research](https://sway.office.com/Y4Y9dH4UXumify2q?ref=Link&loc=play) beyond academia. By making research relevant to others, including the public, policy makers, businesses, third and other sectors, we create opportunities for our research to have an effect, leading to a change or benefit.

Applicants should enter the category that is most appropriate for the impact and engagement they are submitting.

Applications are made via an application form available from: <https://researchersupport.leeds.ac.uk/research-culture/engaged-for-impact-awards/>

Those eligible for awards may self-nominate or can be nominated by a third party. All applications will be treated the same and the reviewing panel will not be informed about whether an application was self-nominated or put forward by a third party.

**Please submit nominations/self-nominations using the application form by email to: peteam@leeds.ac.uk by Wednesday, 1 June 2022, 5 pm.**

After submission, the application will be screened for eligibility by the Engaged for Impact awards team.

Applications will be judged by an interdisciplinary and entirely external panel:

* Julieta Cuneo, Senior Policy Officer at Centre for Cities, Centre for Cities/London Authority
* Karen French, Partner at Squire Patton Boggs
* Nick Garrett, Consultant, The Whole System
* Helen Hayden, Executive Board Member for Climate Change, Transport and Sustainable Development, Leeds City Council
* Steven Hill, Director of Research, Research England
* Grant Hill-Cawthorne, Director of Research, House of Commons
* Melanie Knetsch, Deputy Director of Impact and Innovation, Economic and Social Research Council
* Janet Spencer, Chief Executive, Turning Lives Around

All eligible entries will then be shared with the external reviewers who will score the applications based on the questions in the applications form.

The reviewer panel can move applications to a different award category when they think the application is better suited to a different category.

The scores will inform the discussion of the panel but will not be used as a decision tool itself. This is in-line with the responsible metrics statement <https://ris.leeds.ac.uk/research-excellence/responsible-metrics-in-the-assessment-of-research/>

The award decision is made through the discussion. The panel is tasked with assessing the quality, effort and commitment to the planning and delivery of the engagement activity to achieve the potential research impact, rather than defaulting to the extent of achieved impact.

Awards are at the reviewer panel’s discretion.

# The application form

Engagement with research activities can take place between many different **partners** and the following terms are used to describe these specific collaborations (in alphabetical order):

* Business engagement
* Cultural engagement
* Enterprise
* Innovation
* Policy engagement
* Public and community engagement
* Third Sector engagement

We can use different **methods** or processes, and some are specific to disciplines:

* Co-production
* Co-creation
* Co-design
* Consultation
* Dissemination
* Involvement
* Citizen science
* Participatory research
* Partnership working
* Knowledge mobilisation

These different methods reflect the myriad of ways to conduct research and demonstrate that there is not a one-size-fits-all approach. However, there is a unifying purpose to it and that purpose is to make research relevant in society, so that it can lead to benefit and impact. By making research relevant to others, we are creating opportunities for research to have an effect (aka impact). While we cannot control the impact on others, we can plan for it through carefully considered and outcomes-focused engagement.

This **practice** is described by the term **Engaged research**, which expresses the myriad of ways in which the activity and benefits of research in academia can be shared with a range of stakeholders over any or all stages of a research process, from issue formulation, the production or co-creation of new knowledge, to knowledge evaluation and dissemination. The stakeholders can be the public, policy makers, businesses, the public sector, and patients. Engagement is a two-way process, involving interaction and listening, with the goal of generating mutual benefit.

The **General Impact Framework** covers the possible outcomes and impacts of research engagement activities. The framework distinguishes three types of impact:

**Conceptual** impact involves communicating the meaning of research beyond academia and its outcomes can be enlightenment or criticism. Indicators include changing ways of thinking, challenging professional orthodoxies, contributing to understanding, reframing public debates.

**Instrumental**impact involves influencing policies, laws, products and services to better reflect public interests and its outcomes can include innovation and reflexivity. Indicators include changing/shaping laws, policies or standards, influencing new products and services, prompting dialogue and deliberation, and informing decision making.

**Capacity-building** involves influencing individual and collective behaviour and skills to realise public benefit and its outcomes include connectivity and capability. Indicators include building networks, teaching new skills, inspiring participation and involvement, influencing behaviours, practices and standards.

The [General Impact Framework can be downloaded](https://teams.microsoft.com/l/channel/19%3A274035bf15644ed087ce66974c7d1604%40thread.skype/tab%3A%3Ac48c5e0c-0ae1-4eb8-bba8-615b9c90dcc4?groupId=f5948af1-96b8-4e04-b361-ebc8000b893e&tenantId=bdeaeda8-c81d-45ce-863e-5232a535b7cb) from the Engaged Research Team (if you are not yet a member, open Microsoft Teams and select ‘Join or create a team;’ when prompted, enter the code **fc84jre**). **This is relevant in question 4 of the Case for Award section of the application form.**

## Information Section

This section covers information about the lead applicant and the team as well as the chosen category of award. Expand the sections as necessary, the upper limit for allocation of prize money and attending the award event is 10 people. These will be taken to be the lead applicant and the first nine team members listed here. Further team members and their contribution can be subsequently listed and will be acknowledged in the communication around winning entries.

## Case for Award Section

**Please write clearly, free from jargon, for a non-specialist reader.**

The application form from this point on (Case for Award) should not be longer than **four pages** of A4 in 11pt font text Calibri. To help you with this, the page counter is restarting at 1 on this page of the application form. Applications longer or in a different text size/font will not be considered. You are allowed to remove the explanatory text from questions to gain space.

Strong applications could highlight some of the following (these are examples and should not be regarded as a comprehensive list):

* A strong relationship between the engagement activity and the underpinning research expertise
* A clearly justified set of relevant target demographics who are the focus of the engagement or partnership
* A thoughtful approach to include seldom heard/under-represented demographics
* Evidence of a clearly defined and appropriately resourced engaged for impact plan, including activities, outputs and evaluation measures, which are timely, well-defined, and appropriate to the scale and objectives
* Evidence of any benefits, changes, and/or effects of the activity to/on the research, researcher and/or target demographics that may have occurred
* Sustainable collaborations and/or partnership building with external bodies
* Evidence of the added value or innovation to the activities through an interdisciplinary team
* Evidence of a team with diverse backgrounds, be it through promoting inclusion or building interdisciplinary capabilities (or both!)
* Outstanding achievement, from university professional staff, in supporting academics and researchers to generate significant impact or engagement activity from research
* Leadership in creating innovative approaches to online or remote engagement activity
* Outstanding achievement in adapting existing projects to enable their engagement activity during the COVID-19 pandemic

**Please submit nominations/self-nominations using the application form by email to: peteam@leeds.ac.uk by Wednesday, 1 June 2022, 5 pm.**

Thank you very much and best of luck,

The Impact Award working group:

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