**Engagement Excellence Scheme at the University of Leeds**

**- Application Form -**

Submission deadline: Monday 12 October 2015

Please fill out the application form; your completed form should not be longer than two pages.

|  |  |
| --- | --- |
| **Application title** |  |
| **Amount requested (max £400)** |  |

|  |  |
| --- | --- |
| **Applicant’s name** |  |
| **School/Institute/other** |  |
| **Role** |  |
| **Faculty** |  |
| **Phone** |  | **Email** |  |
| **Q1. Please explain what you would like to do during the Engagement Excellence Scheme.**  |
|  |
| **Q2. Does the suggested project relate to your own research projects or to research projects in your School/Institute?** |
|  |
| **Q3. What skills would you like to develop that might help you with the project?** |
|  |
| **Q4. What do you plan to spend the money on?** **Please also provide details of any matched funding or additional resources secured to support the programme.** |
|  |
| **Q5. Please state the main aims and objectives of the project. When the project is complete, what will be different?** |
|  |
| **Q6. How will you assess whether you have achieved the aims detailed in Q5?** |
|  |
| **Expectation** |
| The pilot scheme will run from November 2015 to July 2016 and awardees are expected to take part in regular meetings throughout the year, write an end-of-project report, which includes reflective practice and an evaluation of the project. They will also be expected to take part in personal development evaluation and their School/Institute will be supportive of the evaluation of spread and adoption of engagement practices in their School/Institute.  |
| **Approval** |
|  | **Signature** | **Name** | **Date** |
| Applicant  |  |  |  |
| Line manager or Head of School/Institute |  |  |  |

We are looking forward to receiving your application at peteam@leeds.ac.uk 5pm on Monday 12 October 2015.