



# King's Engaged Research Awards Guidance Document

Applications can be submitted via the [nomination form](#) by 17:00 on Monday 4th November 2024.

Questions can be directed to [KERN@kcl.ac.uk](mailto:KERN@kcl.ac.uk)

# Table of contents

<b>Summary</b>	2
<b>Scope</b>	3
<b>Eligibility</b>	4
<b>Award process</b>	4
<b>Award categories and assessment criteria</b>	7
Category criteria	8
1. Communicating Research	8
2. Collaboration	9
3. Participatory Approaches to Research	9
4. Integrated Education, Research and Service	10
5. Transforming Research Culture	10
6. Outstanding Individual Contribution Award	11
<b>Top Tips</b>	12
<b>Submitting an application</b>	13

# Summary

The annual King's Engaged Research Awards sets out to reward and recognise those who undertake meaningful and impactful [Public & Community Engagement with Research \(P&CER\)](#) and who contribute to a positive ecosystem of engaged research at King's. P&CER refers to the many ways that public and community groups can interact with and shape research. P&CER is integral to achieving King's vision to make the world a better place.

King's staff, doctoral students and external community partners are eligible to enter or to be nominated to the King's Engaged Research Awards. This scheme includes multiple categories to reflect the diversity of approaches, career stages and places.

We are looking for meaningful engagement and involvement initiatives that equally value academic and non-academic skills and expertise and aim to generate benefits for both. We want to showcase and celebrate initiatives that enrich research, by increasing its relevance to society, driving impact and improving its overall quality.

Over the last year across King's, we have been strengthening our [Strategy 2026 ambition](#) to be impact-driven in all we do. A university-wide consultation over two years has shaped five [King's Impact Priorities](#); areas where we can make a distinct contribution to global challenges. By indicating if nominated work supports any of the King's Impact Priorities, you are helping us to map a coordinated portfolio of work that spans departments, faculties, partners and stakeholders to drive impact. Our whole-university approach, [One King's Impact](#), unites education, research and service to respond to these critical global challenges. The King's Engaged Researcher Awards align with the key principles of One King's Impact and are reflected throughout the award categories, by championing and celebrating impactful, holistic and multidisciplinary initiatives that drive collaborative and innovative solutions in service to society.

Our specific ambitions for P&CER at King's are set out in our [strategic direction](#), which details our approach to building a culture of engaged research through support, training, impact capturing and reward and recognition.

The King's Engaged Research Awards are funded by the offices of our Vice President (Research & Innovation) [Professor Bashir Al-Hashimi](#) and Vice President (International, Engagement & Service) [Professor 'Funmi Olonisakin](#) alongside [King's Culture](#) and [Team London Bridge](#). The awards are delivered by the [King's Engaged Researcher Network \(KERN\)](#) Management Group, who have been developing, sharing and celebrating P&CER practice at King's since 2016.

This will be the second iteration of the King's Engaged Research Awards. You can read

more about the inaugural awards and the winning projects here: <https://www.kcl.ac.uk/news/winners-announced-inaugural-kings-engaged-research-awards-ceremony-2024>.

## Aims of the awards

- Recognise and celebrate staff, students and communities demonstrating best practice in P&CER.
- Raise awareness of the value of P&CER to realise King's vision to make the world a better place.
- Inspire researchers and students to get involved in P&CER and develop their practice.
- Raise the profile of support available for P&CER at King's.
- Enable King's to gather strong examples of effective P&CER for KEF and other reporting needs.

## Scope

At King's, P&CER takes many forms, ranging from knowledge sharing to collaborative involvement of the public and communities in shaping and carrying out research. We are defining 'Public and Communities' as **any groups or individuals outside of academia or industry**. Internal focused engagement activities, including those primarily engaging existing King's Staff and/or Students, are not in scope of these awards. The primary audience(s) for activities should be non-academics, e.g. patients, families, school children, community groups. Projects can be led by King's researchers, our community partners or both in collaboration.

These awards aim to showcase excellence and innovation across a breadth of P&CER activities across the categories of Communicating Research, Participatory Approaches to Research, Transforming Research Culture, Integrated Education, Research and Service and Outstanding Individual Contribution. The full category and sub-category descriptions are on pages 7-11 of this document.

The winner of each category/sub-category will receive a certificate, trophy and a £200 prize that will be transferred to a chosen King's account.

# Eligibility

Applications will be accepted from, or on behalf of, any King's research staff (academic or professional services), postgraduate research students or external community partners, who have been involved with research and engagement initiatives at King's. Group applications (e.g. joint application from King's staff and community group) are welcome.

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

For applications that are completed on behalf of the nominees, we encourage the nominee(s) to be involved in developing or reviewing the nomination to ensure a sufficient level of detail and evidence is provided. This will also help to ensure that all relevant groups and individuals involved can be recognised for their contributions. Nominees not involved in the application writing process may be sent their nomination to provide additional comments.

We strongly encourage faculties who run their own awards schemes to put forward winning/shortlisted projects that meet the criteria described for this award. Additionally, we recommend that applicants draw on local expertise (e.g. public engagement professionals or research managers) to describe their work in ways that best meet the judging criteria.

This award scheme is focused on **projects that have taken place since 1<sup>st</sup> of August 2022** (i.e. last two academic years). Applications can be submitted for projects that are completed or active/ongoing. We fully recognise that projects of different scales can adopt effective practice and processes and so the scale of projects will not be a significant factor.

Projects can be submitted for multiple categories where relevant, but awards will be limited to one per project across all categories except for in extraordinary circumstances. The panel reserves the right to allocate projects to other categories they feel align with the information provided.

Applicants that submitted projects to the KERA 23-24 are welcome to resubmit or submit new projects. However, projects that have previously won in a category cannot be submitted to the same category again. Shortlisted projects may resubmit and demonstrate how they have grown, developed or acted on feedback.

Applications must be submitted via the [nomination form](#)\* by 17:00 on Monday 4th November 2024. \*Applicants who are external to King's are welcome to apply with the [word document](#) via email to [KERN@kcl.ac.uk](mailto:KERN@kcl.ac.uk)

# Award process

<p><b>Application submission</b></p> <p>Applications to be submitted via the <a href="#">nomination form</a> by the deadline.*</p> <p>Applications will be assessed by experts from within King's and beyond. The first panel will include P&amp;CER professionals from the KERN Management group as well as external peers from across the sector. The second panel will involve senior staff at King's to review shortlisted proposals and identify winners for each category.</p> <p><i>*Applicants who are external to King's are welcome to apply with the <a href="#">word document</a> via Email to <a href="mailto:KERN@kcl.ac.uk">KERN@kcl.ac.uk</a></i></p>	<p><b>Deadline: Monday 4th November, 17:00</b></p>
<p><b>Shortlisted projects notified</b></p>	<p>Shortlisting, week commencing <b>Monday 2nd December 2024.</b></p>
<p><b>KERN Award Ceremony</b></p> <p>All shortlisted project teams (including external partners/collaborators) will be invited to the awards ceremony</p> <p>The winner of each category/sub-category will receive a certificate, trophy and a £200 prize that will be transferred to a chosen King's account.</p>	<p><b>KERN Awards Ceremony, Evening of Thursday 16<sup>th</sup> January 2025</b></p>

Applicants are requested to submit a picture of the applicant/nominee/team as well as at least one image showcasing the project. Please name your images with your project/nominee's name. These will be used for the award ceremony and any linked promotions of the event. Winners will be asked to participate in university-wide and

external communications to showcase the project and promote best practice. **Please ensure you have permission from all people appearing in the photo.**

# Award categories and assessment criteria

The KERN P&CER Awards includes **6 overarching categories** that showcase excellence in a variety of different engagement approaches and across diverse audiences, with subcategories linked to local, national and global work.

These categories are:

1. Communicating Research (Local, National and Global)
2. Collaboration (Local, National and Global)
3. Participatory Approaches to Research (Local, National and Global)
4. Integrated Education, Research and Service
5. Transforming Research Culture
6. Outstanding Individual Contribution (Early Career Researcher, Established Academic, Professional Services)

Nominations across **all categories** should meet the Main Criteria by:

1. Demonstrating a strong relationship between the engagement activity and King's research.
2. Having a well-defined audience and purpose of engagement/involvement.
3. Stating how any Culture, Equality, Diversity and Inclusion considerations were made in the development and/or delivery of your activities.
4. Clearly evidencing the impacts/benefits of the engagement to the research, researchers and publics involved and how they were measured.
5. Where initiatives were completed with a partner, nominations will also benefit from quotes or other forms of testimony from external partners.



## Category criteria

Three of the award categories- Communicating Research, Collaboration, Participatory Approaches to Research- include the following three subcategories:

**Local:** Work focused on engagement with communities that are local to your place of research. If your local audience are based in King's local boroughs of Lambeth, Southwark or Westminster, please highlight this in your application.

**National:** Work reaching audiences on a national scale (e.g. engaging multiple geographic locations or engaging through national campaigns).

**Global:** Work reaching audiences on an international scale.

### 1. Communicating Research

#### (Local, national and global)

This category recognises outstanding practice in the communication of research to a public audience. Nominations must evidence where King's research has been communicated through a range of channels including, but not limited to, broadcast media (television, radio or film), online engagement (videos, social media, blogs), writing for print or online journalism and public speaking (festivals, lectures, debates or panel discussions).

This award recognises the work 'behind the scenes' that has driven the communications plan/strategy. As such nominations should go beyond just the reach and instead focus on the approach taken by the project team.

Nominations must evidence:

- the innovative and strategic approaches used to drive this engagement (e.g. tailoring approaches/content for specific target audiences).
- the aims of the communication (e.g. to educate, inspire, raise awareness, etc.) and what the project achieved.
- where possible/appropriate evidence of a dialogue or other two-way engagement with the audience.

## 2. Collaboration

### (Local, national and global)

This category recognises outstanding practice in collaborative engagement initiatives where the views, knowledge and experiences of those outside of academia have been embedded into shaping research practice and decision making. Partners may include charities, arts spaces, businesses, schools and community organisations.

Examples might include building issue-based awareness, supporting activism, taking a ground up approach to policy change, developing an engagement project or influencing the behaviours and practices of organisations or groups who work in the public realm.

Nominations must evidence:

- a partnership approach to engagement through forming meaningful two-way relationships as a pathway to engagement that demonstrates mutual benefit and enables diverse groups to engage with King's.
- how the collaboration formed.
- how the partnership has been maintained beyond the initial project, where relevant.

## 3. Participatory Approaches to Research

### (Local, national and global)

This category recognises outstanding practice in participatory approaches to research (which includes patient and public involvement and coproduction), where people whose lives are affected by the issues being researched are actively involved as equitable partners throughout the research process, their knowledge and capabilities being respected and valued. The partner can include individuals or groups such as focus groups, community groups, patient groups, museums, libraries, charities, schools and artists.

Nominations must evidence:

- an approach where partners (peer researchers / community researchers / people with lived experience etc.) have played a lead role in shaping and delivering research.
- how partners are enabled to have equal input and how inputs are reflected and recognised in research process and/or outputs.
- The impact/benefits the partnership has brought to the research, researchers and partners involved.

#### 4. Integrated Education, Research and Service

Integrated Education, Research and Service This new award recognises outstanding practice that aligns with the Strategy 2026 priority: ['knowledge with purpose: service and impact'](#). Projects in this category will take innovative approaches that integrate Education, Research and Service to achieve tangible benefits. Projects will be inherently multidisciplinary and will involve collaborating with a range of communities, partners and stakeholders across and beyond King's.

Nominations must evidence:

- How external partners, audiences or communities have been engaged to bring together diverse perspectives, knowledge bases, and methodologies.
- The integrated Education, Research and Service approach taken to deliver societal benefits
- how the project achieved measurable, tangible benefits to people, planet and/or society through innovative solution building.

#### 5. Transforming Research Culture

This category recognises research engagement initiatives aiming to stimulate change within our culture at King's. The work in this category is likely to take place 'behind the scenes' to influence changes of policy and practice. Nominations should evidence how a range of stakeholders were involved in shaping or influencing research culture. This might be internal or external stakeholders from policy makers, think tanks, funders, research users or patient groups. Submissions in this category are unlikely to have

produced single new pieces of work but rather have changed the culture and approach of a group/organisation.

Nominations must evidence:

- the approach taken to involve stakeholders or partners influence a change in practice, policy or culture at King's.
- the change in research culture at King's that came about as a result.
- where appropriate, the subsequent influence on the culture or practice of other departments/faculties or external organisations.

## **6. Outstanding Individual Contribution Award**

**(Early Career Researcher, Established Academic, Professional Services)**

This award recognises individuals who have demonstrated sustained involvement in engagement activities and projects linked to their, or wider King's, research. This could include, but is not limited to, communicating research with target audiences, developing activities, leading on projects, and strategic planning and evaluation of engagement.

These individuals are likely to be regular players in local, faculty or College-wide engagement efforts both within and outside of King's. This award has three categories:

**Early Career Researcher** (Studying for a doctoral degree or within 10 years of starting your research career, exclusive of career breaks.)

- e.g. may regularly come up with new and inventive ideas, be instrumental in the organisation and delivery of activities and programmes.

**Established Academic**

- e.g. leading on culture change towards engaged research, mentoring others, creating opportunities for others to undertake engaged research.

**Professional Services**

- e.g. leading on establishing processes, maintaining key partner relationships, training and upskilling others, developing tools and resources etc.

# Top Tips

## Word count and format

- The nomination form includes word limits for questions 20, 22, 23, and 24. It is important to ensure your responses for these questions adhere to the specified word limits, as answers that exceed the limit will not be assessed.
- To help you stay within the word count, we recommend preparing your responses in a [Word document](#) first. This will allow you to conduct a word count and make any necessary revisions before copying and pasting the finalised text into the nomination form.
- We have provided a [Word version](#) of the form to help you prepare your answers, however, please ensure that you submit your application via the online [nomination form](#). Applications submitted via email will not be accepted, unless the applicant is external to King's.
- Where you make claims of impact/benefits please try to point to evidence to substantiate these claims.
- You are welcome to use bullet points in your responses if preferred.

## Nominating a colleague

- If you are nominating someone else, we strongly recommend that you contact the person you intend to nominate before submitting the application.
- This will help ensure the nomination accurately reflects the nominee's accomplishments and aligns with the award category criteria.

# Submitting an application

To apply, fill in the [nomination form](#) before Monday 4th November 2024, 17:00. We encourage applicants to complete the [word document](#) template of the nomination form before submitting responses via the online form.

Questions can be directed to [KERN@kcl.ac.uk](mailto:KERN@kcl.ac.uk).

Please note, we are not collecting EDI data through the nomination form this year, nominees will be contacted in due course to collect this data in a meaningful way.

You will be invited to submit related images or videos to illustrate your project. Please note, this should not be used to provide additional information beyond the specified word counts. Uploaded documents and links to external online content will not be used by reviewers to help shortlist nominations. By submitting images/film, you give consent for us to use your images as part of the award ceremony and future promotion of the award scheme.