

SEED Rapid Response Impact Fund (RRIF) Available until 31st January 2016

During the school's post-REF 'knowledge exchange and impact' review, colleagues observed that their ability to participate in policy meetings and stakeholder consultations was often hampered by a lack of available funds. It was underscored that specific opportunities for engagement are often unforeseen, yet typically arise out of productive long-term relationships between researchers and key stakeholders.

In order to nurture these relationships, help the school develop its external profile and ultimately strengthen impact capacity, the school research committee will again make available up to £3,000 to support these, and associated forms of engagement.¹

Bids are invited from all staff of **up to £300** to cover travel, subsistence or incurred costs (e.g. for printed or A/V materials).² This figure may be exceeded only in exceptional circumstances (for instance in the case of international travel, or a proposal that demonstrates multiple impacts and/or requires multiple members of staff).

These funds are **not to be called upon if staff have existing conference funds, or other sources of support** (e.g. live projects or accounts), which are available (i.e. not committed) at the time of application. However, it is recognized that in some cases funds may be 'available', yet cannot be justifiably used for certain activities.

As the RRIF is designed to support external engagement, **we do not anticipate that it will be appropriate to use it for meetings in Manchester**. However, we do not rule out the possibility that in exceptional cases circumstances may arise that would make a rapidly convened meeting in Manchester the most expedient course of action.

Key Points:

- Awards will be made on a 'first come, first served' basis, until the fund is exhausted.
- Awards must be spent by 31/7/2016.
- Decisions will normally be made within two days by the School Deputy Research Director, Kirstin Kerr. Clarification may be asked for at this stage.
- The RRIF will be evaluated by the school research committee in advance of 2016/17. Applicants will be asked to produce a short summary of their activities for this purpose.

To apply, please complete the short application form (overleaf). Please address any queries to seed.impact@manchester.ac.uk.

Completed forms are to be sent to both:

- seed.impact@manchester.ac.uk
- Kirstin Kerr: SEED Deputy Research Director (kirstin.kerr@manchester.ac.uk)

Please cc:

- Elaine Edwards (elaine.edwards@manchester.ac.uk)

¹ We are keen not to limit our definition of 'opportunities' to stakeholder meetings alone, and welcome applications that cover other small scale examples of stakeholder engagement.

² Subsistence costs should not normally exceed £40 per day. Please also include evidence that hotels/trains are booked at a competitive price (we accept that certain times/locations will incur additional cost).

Application Form
SEED Pilot Rapid Response Impact Fund (2015/16)

(1) Name(s) of applicant(s) and discipline area:
(include email address):

(2) An outline of the meeting/engagement/activity, its importance, and the relationship(s) it will build or strengthen with new or pre-existing stakeholders:

(3) A brief description of how the meeting/engagement/activity relates to the applicant's research - either recently initiated, ongoing or completed:

(4) Total funds required [£].

Briefly summarise how the award will be spent, and why other sources of funding/support cannot be accessed.

Applicant's signature:

Date: