# European Researchers Night - Manchester Museum



**APPLICATION OF INTEREST - COMMUNITY FESTIVAL 2019**

The next University-wide Community Festival will be held on **Saturday 15 June 2019 from 11:00 – 16:00** focused round the area surrounding Manchester Museum, University Place, Williamson Square and Brunswick Park.

The Festival aims to enhance our engagement with our local neighbouring communities by running a free, fun and interactive pan-University event that appeals to individuals and families and provides opportunities for them to engage with the a variety of University activities eg. our research, learning, sport, cultural institutions and our students.

If you would like to be involved, please complete this form and return it to [suzanne.spicer@manchester.ac.uk](mailto:suzanne.spicer@manchester.ac.uk)

by **18 January 2019**.

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| --- | --- |
| **Organisation/Group** |  |
| **Lead contact/organiser name** |  |
| **Faculty/School/Research Group/Department** |  |
| **Lead contact phone number**  *(not for publication)* |  |
| **Lead contact email address**  *(not for publication)* |  |
| **Names of other participants involved:** |  |
| **Type of activity** | Family tabletop activity  Information/awareness-raising stand  Demonstration  Performance  Guided tour  Talk  Workshop  Other (please state): |
| **Activity title** |  |
| **Short description explaining your activity and what you will be doing** *This will be used for marketing purposes so please make it simple and engaging* |  |
| **Venue**  *Please tick which venues are* ***NOT*** *suitable for your activity* | Manchester Museum (please note: there will only be room for a small number of stands in the Museum)  University Place  Location outside eg. Williamson Square, Brunswick Park |
| What is the **key message(s) of your activity**? |  |
| **Space requirements** | 1. Approx. total space footprint (please state): 2. Access to power  Yes  No 3. 2 trestle tables (6ft x 2ft 6in)  Yes  No 4. Poster boards  Yes  No 5. Access to water  Yes  No 6. Internet access  Yes  No 7. Audio-visual requirements (please state): 8. Other (please state): |
| **Social media**  *Any social media profiles associated with your activity.* | Twitter:  Facebook:  Web site:  Blog: |
| Is there **anything** else you would like to include, tell us, or ask us about? |  |

Once all applications of interest have been received, you will be notified with confirmation details followed by an event briefing sheet, which outlines logistics, contact points, and setup/set down instructions.

You will also be asked to submit a Risk Assessment Form by **24 May 2019**.

Thank you for offering to be part of this event.