



PEOPLE AWARDS APPLICATION GUIDELINES

Notes for guidance in completing the People Awards application form

The People Awards are part of the Wellcome Trust's Engaging Science grants programme which aim to support innovative projects that allow people to consider, question and debate the key issues raised by research connected to health and the human condition.

People Awards support projects that cover at least one of the following areas:

- stimulate interest, excitement and debate about biomedical science through various methods
- support formal and informal learning about biomedical science
- reach new audiences not normally engaged with biomedical science, as well as continuing to target existing audiences
- examine the social, cultural, historical and ethical impact of biomedical science
- encourage new ways of thinking about biomedical science
- encourage high quality interdisciplinary practice and collaborative partnerships
- investigate and test new methods of engagement, participation and education

The Wellcome Trust is a global charitable foundation dedicated to achieving extraordinary improvements in human and animal health. Allied to this is a commitment to develop and support activities that stimulate interest, learning and dialogue on biomedical research and the questions it raises for societies.

These guidance notes should be read by everyone concerned with the application, including the Lead Applicant, any Applicants, any other key people involved in the project as well as the head of the organisation or department in which the work will be undertaken.

For further information please contact:

People Awards

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The Wellcome Trust is a charity registered in England and Wales, no. 210183. Its sole trustee is The Wellcome Trust Limited, a company registered in England and Wales, no. 2711000 (whose registered office is at 215 Euston Road, London NW1 2BE, UK).

WHO CAN APPLY?

The scheme is open to a wide range of people, including mediators and practitioners of science communication; science centre/museum staff; artists; educators; health professionals; and academics in bioscience, social science, bioethics and history.

Organisations might include: museums and other cultural attractions; arts agencies; production companies; schools; local education authorities; universities and colleges; youth clubs; community groups; research institutes; the NHS; and science centres.

Partnership projects (between different people and organisations, e.g. scientists and ethicists, educators and artists) are welcomed.

Applicants must be based in the UK or the Republic of Ireland, although other members of the project team can be based overseas. The proposal must be aiming to engage a UK and/or Republic of Ireland audience but the subject matter can be international.

No employee or Governor of the Wellcome Trust may apply.

Applicants are encouraged to apply through an organisation, such as an academic institution, charitable body or other not-for-profit organisation; however, where this is not possible, individuals and sole traders can apply but must demonstrate that they have a strong track record in the area of their application.

Applications will also be accepted from commercial companies who would not otherwise be able to undertake the proposed work and where outputs would not be considered for commercial funding.

Applicants may submit more than one grant application to the Trust at any one time, provided the proposals are clearly identified as being different.

Resubmissions of the same project will not be accepted to any Engaging Science scheme unless the Lead Applicant has been invited to re-apply by the scheme's project manager in writing.

The Lead Applicant is the person who has the main intellectual input into, and ownership of, the outcomes if the application is successful. This is the individual with whom the Trust will correspond about the application. The Lead Applicant is normally considered by the Trust to be the 'Holder' of the award, i.e. the grantholder.

WHAT CAN BE APPLIED FOR?

Projects up to and including £40,000

Projects could include:

- workshops, events, debates and discussions
- exhibitions and museum outreach
- films, games, websites and cross-platform projects
- performance or theatre projects involving existing work or work that may be more illustrative than artistic
- deliberative or opinion gathering projects
- creation of teaching materials
- projects that utilise the collections of the Wellcome Library and the Wellcome collection at the Science Museum

Applicants can apply for any amount up to the £40,000 maximum, inclusive of any VAT that may be applicable.

For similar projects that are over £40,000, please refer to the Society Awards:
<http://www.wellcome.ac.uk/peopleandsociety>.

Projects are funded for a maximum of three years.

Health promotion or campaigning projects, arts projects for therapeutic purposes, or projects that do not deal with biomedical sciences or the history of medicine are not eligible.

Costs requested can include:

- personnel costs directly related to the project, including salary replacement or cover, e.g. teaching staff, consultancy costs, project management fees
- direct activity and production costs including venue costs, equipment and materials
- project travel costs, including costs of travel to monitoring meeting and attendance at relevant UK conferences
- project administration costs where these are not already covered by other funding
- project publicity costs, including launch event costs
- Disclosure and Barring Service checks for applications in the UK & NI (scientists can get these free by registering to be a Science & Engineering Ambassador - <http://www.stemnet.org.uk>)
- contingency and inflation – as long as reasonable and justified
- VAT on fees where the VAT cannot be reclaimed

What is not covered:

- full economic costs <http://www.wellcome.ac.uk/About-us/Policy/Policy-and-position-statements/WTX026852.htm>
- salary costs of staff who are already funded by their organisation
- core overheads of the applying organisation not related to the project, e.g. heating, rent, etc
- expenses incurred in submitting an application (including attending interviews)
- academic courses or research such as Masters degrees or PhDs
- costs arising prior to the start date of the project

HOW TO APPLY

A full application form should be completed via [WT Grant Tracker](#), the Trust's online application system, and submitted at any time before the published deadline.

Please refer to the [Engaging Science Grant Conditions](#) and [evaluation guidelines](#) before completing your application. Applicants are also advised to read our [Top Tips for Success](#).

Receipt of your application will be acknowledged electronically within 10 working days of the deadline.

SELECTION PROCESS

All eligible applications will be considered by the People Awards funding committee based on the criteria set out below. Applications considered ineligible or uncompetitive for the programme, for example if the subject area addressed is not related to biomedical science or the history of medicine, will not be considered for funding. The People Awards funding committee is made up of Wellcome Trust staff with expertise across scientific research, science communication, education, arts, broadcast, medical humanities, games, exhibitions and events.

Decisions will be made approximately two months after the deadline. The committee reserves the right to request independent expert review of applications to inform their decisions. In cases where this is required funding decisions may take longer.

The decision of the Wellcome Trust will be final. Every effort has been made to develop a thorough and informed assessment process. The Trust reserves the right not to enter into any correspondence about the assessment process and/or any subsequent monitoring procedures.

ASSESSMENT CRITERIA

The People Awards funding committee will be looking for, but are not limited to, the following aspects of a grant proposal:

- The potential of the project to stimulate interest, excitement and/or debate about biomedical science or the history of medicine
- The potential to address social, ethical and/or cultural issues surrounding biomedical science or the history of medicine
- The feasibility of the project and the quality of the project management
- The relevance or suitability of the project on the target audience
- The impact the project will have on the target audience
- The originality of the project
- The impact of the project on the field on public engagement
- The educational value of the project (where appropriate)
- The quality of the scientific content and background information
- The evaluation plans and the plans to disseminate any learning to peers
- Whether the budget has been sufficiently justified and whether the project offers value for money

Health promotion or campaigning projects, arts projects for therapeutic purposes, or projects that do not deal with biomedical sciences or the history of medicine are not eligible.

PUBLICITY

Funded organisations will be required to acknowledge the Wellcome Trust's support on all marketing/publicity materials relating to the project.