



Provision for Public Engagement

Notes on applying

We expect all our major research groups to engage with the public about their work.

To support this, we provide a ring-fenced Provision for Public Engagement (PPE) within our research grants. You can apply for a PPE at the time of your main application or post-award.

To do this, you will need to produce a costed plan for how you will inform, consult and/or collaborate with the non-academic public over the lifetime of your research project.

What are the objectives of the Provision for Public Engagement (PPE)?

- To strengthen capacity and provide opportunities for researchers to engage the public with Wellcome-funded biomedical science and health research.**
- To stimulate dialogue and debate to enable public aspirations and concerns to be considered through the life cycle of the research project.**
- To promote sustained collaboration between researchers and community or public organisations and cultural partners.**

To find out more, contact our Grants Information Desk:

T +44 (0)20 7611 5757

E researchers.pe@wellcome.ac.uk

Who can apply for PPE funding?

You can apply only if you are the lead applicant on a research grant under one of the following schemes:

- Collaborative Awards
- New and Senior Investigator Awards
- Senior and Principal Research Fellowships
- University Awards (in Humanities and Social Science)
- Sir Henry Wellcome Postdoctoral Fellowships (post-award only)
- Wellcome Trust–Massachusetts Institute of Technology (MIT) Postdoctoral Fellowships (phase 2 only)
- Research Career Re-entry Fellowships
- Research Career Development Fellowships in Basic Biomedical Science
- Intermediate Clinical Fellowships
- Postdoctoral Research Training Fellowships for Clinicians
- Research Fellowships in Humanities and Social Science
- Training, Intermediate and Senior Fellowships in Public Health and Tropical Medicine
- Research Resources (in Humanities and Social Science)
- Our Planet, Our Health (existing grantholders only)

If you are a current grantholder, you must have at least two years' funding remaining at the time you apply (Research Resources grantholders must have at least six months' funding remaining).

If you are based in a research group or centre that already holds a PPE, you can still apply, but we would expect to see evidence that your new proposal is linked to a wider public engagement strategy, is in addition to the group or centre's own programme, and is specific to your research project.

What activities are in scope for a PPE?

A PPE will support a programme of activities during the lifetime of your research grant and should provide you with the opportunity to develop your practice in public engagement.

Engagement activities serving any or all of the following purposes (identified by the National Coordinating Centre for Public Engagement) can be included in a PPE:

- **Informing:** Inspiring, informing and educating the public, and making the work of research more accessible.

- **Consulting:** Actively listening to the public's views, concerns and insights.
- **Collaborating:** Working in partnership with the public to solve problems together, drawing on each other's expertise.

Your PPE can include '**smart-to-do**' engagement activities that are useful to your research project, providing direct benefits to the research or to you as researchers. These could include:

- participating in festivals and events, working with museums, galleries or cultural venues, and collaborating with artists to stimulate interest, excitement and debate about biomedical science or gain new perspectives on your research
- involving the public as researchers (e.g. citizen science experiments or patient involvement)
- dialogue with the public and wider stakeholders to ensure research informs changes in policy and practice
- training to strengthen the capacity of researchers to communicate to and engage with the public.

It can also cover '**wise-to-do**' engagement activities that look more broadly, helping to foster a society in which research can flourish. These could include:

- workshops with schools and the professional development of teachers to inspire the next generation of researchers
- collaborating with producers of factual, comedy and drama programmes and films or games, to ensure research is part of the broad cultural conversation.

But your PPE cannot cover '**must-do**' engagement activities that are essential for the conduct of your research, such as to secure ethical compliance or recruit study participants. These count as part of your research methodology and should be included in the core research grant – not the PPE. These could include:

- community advisory forums to promote understanding and discussion around the priorities and agenda of the research
- consultation of communities directly affected by a particular piece of research to inform the research process
- building the capacity of communities affected by research to identify and communicate their needs and priorities around health
- lay or patient members of project advisory boards
- patient information leaflets and newsletters
- communicating with study participants about the research findings.

Other activities that are not in scope for a PPE include:

- symposia or other communication aimed at the academic community
- open access costs
- PR and press activities to communicate research

to the public through the news media (e.g. press releases, TV and radio news, Twitter, blog posts)

- policy engagement activities that do not also engage with the public or involve the input of public perspectives
- activities where the primary purpose is to generate approval or acceptance of an institution, or to increase student applications to an institution
- support and teaching for undergraduates
- Women in Science or diversity initiatives
- websites not clearly aimed and marketed at a public audience
- health promotion or public health campaigns.

How does the PPE relate to other Wellcome funding?

The PPE is distinct from our Public Engagement funding, which supports public engagement projects that are not necessarily linked to Wellcome-funded research.

If you want funding for a discrete engagement project, outside the scope of your PPE plans, you should apply to one of our Public Engagement funding schemes.

You are also free to take part in other public engagement activities. For our part, we like to involve the researchers we fund in activities such as our public programmes and 'seasons' and offer bespoke training.

How much can I apply for?

There are no fixed limits on the amount you can request. You should develop a programme of activities that is appropriate for your research project and the scale of your award, and propose reasonable, justified costs. All costs need to be reasonable and justified and will undergo cost challenge.

What costs can I use the funds for?

We would expect you to request the following types of costs (with each justified in your application):

- dedicated salaried posts, where appropriate
- other personnel directly related to the programme, including consultancy costs, salary replacement or cover (e.g. teaching staff), project management fees
- direct activity and production costs, including venue costs, equipment and materials
- relevant training and development for Principal Applicant and those employed on the grant

- travel costs, including attendance at relevant conferences
- evaluation (including formative/development) costs
- administration costs that are not already covered by other funding
- marketing and publicity costs for events and activities
- Enhanced Disclosure and Barring Service (formerly Criminal Records Bureau) checks for applications in the UK (*Scientists can get these free by registering to be a Science and Engineering Ambassador – see STEMNET for details*)
- contingency and inflation – as long as reasonable
- VAT on fees (*Your institution may not be able to recover all the VAT you pay. Please include any irrecoverable VAT in your budget when you apply, as we may not be able to cover it retrospectively*).

You cannot use PPE funds for:

- full economic costs
- core overheads of the applying organisation not related to the project, e.g. heating, rent, etc.
- salary costs of staff who are already funded by their organisation (*If your Wellcome award does not pay salaries, you should include time spent on public engagement in the number of hours proposed for your research project*)
- expenses incurred in submitting an application (including attending interviews)
- academic courses or research such as Master's degrees or PhDs
- costs arising prior to the start date of the project.

We may ask for a list all the transactions against your PPE budget.

How and when can I apply?

If you are a new research applicant, we encourage you to apply as part of your research application (there is a specific question in the application form on WT Grant Tracker). Alternatively, you can apply after you receive your award.

If you are an eligible current grantholder, you can apply at any point, **as long as you have at least two years of research funding left at the time of your application** (or six months, if you hold a Research Resources grant). The form is available on WT Grant Tracker. You can apply at any time and you should receive a decision within 8–12 weeks.

If you have already applied to us for research funding, you will need to wait for the decision on your proposal before you request a PPE. If your application succeeds, you can then apply for a PPE as a current grantholder.

How many times can I apply?

If you have made an unsuccessful PPE application – either at the time of your initial research proposal or since your award – you can submit a revised programme of engagement work once more as a current grantholder.

If you already hold a PPE, you can apply mid-award for additional funding only to support a new programme of work. If you are unsuccessful at this point, you can come back once more with a revised proposal.

How are PPE applications assessed?

Your application will be reviewed, using external peer review as appropriate. If you are applying for a PPE within a new research grant application, your public engagement proposal will be reviewed in parallel to your scientific proposal, and the results will be made available to the interview panel or selection committee.

You will need to demonstrate that you are following your institution's ethical review process and its policies on child protection and health and safety. See **this guidance** on ethical issues to consider when developing a public engagement programme.

Your application will be assessed using criteria grouped into the categories of people, programme, place and proportionality:

People

- track record of public engagement, communication and/or education of the people involved in the proposal (including consultants and partner organisations)
- feasibility of the proposal and the quality of the project management
- extent to which the proposal would promote collaboration between researchers and community or public organisations and cultural partners

Programme

- extent to which public engagement activities are integrated into the research (i.e. do they draw on research themes, involve funded researchers and take place along the duration of the research grant?)
- potential of the activity to strengthen capacity of researchers in public engagement with biomedical and health research
- potential of the activity to stimulate dialogue and debate (health education and health promotion would not be supported)
- appropriateness of intended reach
- identification of a well-defined target audience/ participants and feasible and appropriate methods of

reaching them

- relevance/suitability of the activity to the target audience/participants and the likely impact
- quality of the proposed activities (i.e. to what extent are they drawing on existing good practice?)
- extent and appropriateness of evaluation plans
- value for money

Place

- availability of support for the researchers involved (e.g. reducing lecturing or other commitments or admin support)
- extent to which the institution values, recognises and supports public engagement

Proportionality

- appropriateness of the plans in scale for the size of the research project
- extent to which the programme is integrated and complements engagement strategies or activities at the departmental, institutional or local level.

How are PPE activities monitored and how is the mechanism being evaluated?

We will ask you to report on progress as you would for any other aspect of your grant. This will be through your usual reporting tool. Submissions will be monitored by the adviser for your research grant.

To evaluate how well the PPE is working and inform how we might change it in the future, we will examine a sample of grantholders. We last reviewed the PPE in June 2015 and we will complete a full evaluation in 2018.

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