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 **Centre for Public Engagement: Small Awards Application**

**Please note: This is a DRAFT APPLICATION ONLY. The Centre for Public Engagement can only accept applications submitted via the online form on our website:** [**https://www.qmul.ac.uk/publicengagement/funding/small-grants/**](https://www.qmul.ac.uk/publicengagement/funding/small-grants/public-engagement-grants/)

**The CPE monthly Small Grants is a competitive scheme. Applications will be anonymised and sent to a panel of reviewers. Please answer the questions fully.**

**Is this for:** Public Engagement (up to £1,000) / Community Engagement (up to £1,000) / PPI (up to £1,000) **[DELETE AS APPLICABLE]**

**Title of Project:**

**Name of Lead Applicant:**

**Department**:

**Job title:**

**Is there a Co-Applicant for this application:** Yes/No **[DELETE AS APPLICABLE]**

**[If yes:**

**Name of Co-Applicant:**

**For Co-Applicants within Queen Mary please provide their Job Title & Department**:

**For Co-Applicants outside of Queen Mary, please provide their Organisation Name: ]**

**Is this application a reapplication to this scheme:** Yes/No **[DELETE AS APPLICABLE]**

**Amount requested:** £

**Summary of the project (max 500 words).** Please outline what you plan to do, who you want to engage with, how you will engage with them, and why:

**How are you going to evaluate your project?** If you’re not sure, please refer to the Evaluation Toolkit section in the scheme Guidance:

**Please tell us how this project is linked to your work at Queen Mary. This could be research, teaching and/or other core business.** You may want to highlight how the project links to Queen Mary’s [Civic University Agreement](https://www.qmul.ac.uk/about/community/civic-university-agreement/) or [Strategy 2023](https://www.qmul.ac.uk/strategy-2030/).

**Breakdown of the costing:**

**Do you have any match-funding secured for this project?** Yes / No **[DELETE AS APPLICABLE]**

**If yes, how much and where from:**

**If an application is pending, when do you expect to receive confirmation?**

**Have you previously applied for internal funding for this or a related project?** Please give details of the year, scheme and if it was successful.

**Please give an indication of the timescales for your project, including your expected end date.** Project activities and spending must be completed by 31st July 2024.

**For Queen Mary Students:** In addition to the above, you will be asked some additional questions about your level of study and affiliation to QMSU to allow us to determine how the award will be made. Please sure you include this in the final application.

**For Queen Mary Staff:** In addition to the above, you will be asked to provide an appropriate budget-code to allow us to make the award. Please ensure you include this in the final application.