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| **Aston University Research Impact Fund, 2022/2023 – Rapid Response Call** |

**How to apply**

Please complete the form below, together with the required endorsement(s) and return to: RKE-impact@aston.ac.uk

Please refer to our Guidance on applying to Aston's Research Impact Fund, together with the University’s [**Expenses Guidance**](https://www2.aston.ac.uk/staff-public/documents/hr/staff-expenses/Expenses%20guidance%20for%20employees%20v13-11-2018.pdf) where relevant, before you complete this application. Please also note that all universities have a responsibility to act with due diligence, that is to ensure that reasonable steps have been taken before entering into an agreement with another party. We aim to minimise the potential risk associated with collaborative relationships, depending on the partner, the sector, the nature of the proposed activity and the country concerned. For this reason, please ensure that you provide the specific information we request in Q6 regarding these issues, where they are relevant to your proposal.

The timelines for the application and awards process are as follows:

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| Call open | Call close | Decisions communicated |
| Early July 2022 | 5pm, Monday, 19th June 2023 (or earlier, if funding is no longer available) | Normally within 10 working days of the submission of your application |

The minimum award made under the Rapid Response Fund is £200 and the maximum which can be requested is £3,000 (please do not feel obliged to request the full amount if it is not needed). Funds must be spent by 31 July 2023. Priority will be given to any applicants who have not been awarded any funding through the Research Impact Fund’s Open Calls in 2021-22 or in 2022-23. You can make more than one application to the Rapid Response Call in a single academic year, but you cannot be awarded more than a total of £3,000 from the Rapid Response Call within one year.

**Review process**

Aston University’s Research Impact Team will review proposals.

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| **Application Form** |

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| Application code (*to be completed by RKE Impact Team*): | IFRR1-2022/3- |

Please use font size 11 and conform to the word limit, where applicable. If you require a version of this form with larger font size, please contact the Impact Team. **All questions require a response, except where indicated.**

1. Name of sole or lead applicant (first name, surname and any academic title e.g. Professor, Dr etc.)
2. Job title relevant to your application (e.g. Lecturer in Psychology, Professor of Physics etc.) *(Note that teaching-only staff and students are not eligible to apply)*
3. Your Department, School or Research Institute (please use full name, rather than an acronym)
4. Email address (must be an Aston University staff address):

1. Please summarise your proposal, including its impact-related aims, the relevant research, key partners or beneficiaries, and activities (100 words max.).
2. Please outline in more detail the proposed engagement and/or impact activities, explaining how they are linked to the research in question, and in what way they will help you to generate, enhance, accelerate and/or evidence research impact. Where you are proposing to collaborate with one or more external partners, or to carry out activity in one or more countries outside the UK, your information should include the following: the name(s) of any proposed external partner(s), the sector(s) in which your proposed partner(s) operates, the country in which your proposed partner is based, and the country (or countries) where the proposed activity will take place. (250 words max.).
3. *Optional:* If your proposal seeks to utilise an impact or engagement opportunity which has arisen in the short-term, please summarise the potential of this opportunity in terms of enhancing your research impact (100 words max.)
4. Please provide a plan and timeline, with approximate dates and deadlines, for your impact-related activities. Except in instances where you are proposing early-stage engagement with external partners, your plan must include a robust plan for evidencing the relevant impact. Note: all planned activities must take place before 31st July 2023, and all funding sought must be spent by that date. (100 words max).
5. Please provide itemised details of the costs for which you are seeking funding, the total amount sought, and any details of match funding secured or sought. Please also provide a rationale for the costs for which funding is being sought. You should refer to the Guidance on applying to Aston's Research Impact Fund 2022 - 23 for details of the activities and resources which are eligible for funding, and those which are not. (When costing any travel, accommodation and subsistence costs, please refer to Aston’s [**Expenses Guidance**](https://www2.aston.ac.uk/staff-public/documents/hr/staff-expenses/Expenses%20guidance%20for%20employees%20v13-11-2018.pdf). When costing the engagement of any casual workers, please refer to Aston’s [**Guidance on Recruiting and Engaging Casual Workers**](https://www2.aston.ac.uk/staff/hr/recruitment/casual-workers), and don’t forget to include extra costs which may be applicable, such as National Insurance

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| **Activity or item**  | **Cost in £ sterling**  |
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| **Total project cost**  |  |
| Total funding secured or promised form other sources (f any)  |  |
| **Total funding sought from Aston Research Impact Fund**  |  |
| **Rationale for costs for which funding is sought:**  |

Please also supply details of any match funding or other funding which will help meet the project costs (if applicable):

1. Have you applied for or been awarded any other internal or external impact-related funding (including UKRI research funding) during the academic years 2021-22 or 2022-23? If so, please provide brief details of the award(s) and/or application(s) in question (100 words max.)

**Endorsement from College impact lead**

Your application must be endorsed below by your College impact lead (see our guidance on the Aston Impact Fund for details of who the relevant impact lead is). Applications which do not contain the required endorsement will not be considered.

1. I confirm that I have read and fully support this application.

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| **Name:**  |  |
| **Job title relevant to College impact responsibilities:**  |  |
| **College:** |  |
| **Additional comments (optional):**  |

Please send your completed form to RKE-impact@aston.ac.uk The Research Impact Team reserves the right to reject any application which has not been properly completed and/or which does not contain the required endorsement.