



PUBLIC ENGAGEMENT AWARD INFORMATION AND GUIDELINES

This scheme is intended to support BAVS members in arranging public engagement and outreach activities relating to projects of relevance to Victorian Studies. These might include but are not limited to an exhibition or display, a public lecture or talk, public and school workshops, creative activities, podcasts, vlogs, and blogs, a community project or collaboration with a community group, and creating resources such as ‘museums in a box’.

The maximum sum available is £300 per project.

Criteria for applying:

- All applicants named on the application form must be current members of BAVS.
- If the application is unsuccessful, up to one further re-application can be made to a future round of funding.
- Only one application per lead applicant can be made to the Public Engagement and Outreach award in each round.
- Only one application can be submitted for the same Public Engagement and Outreach project in each round.
- An application cannot be made for the same project to the Public Engagement and Outreach award at the same time as applying for the Events funding.

Additional information for applicants:

Applicants are encouraged to provide enough information about the project and their own circumstances to enable the selection committee to make a judgement on the criteria as indicated. This might include supporting documents, such as publicity materials and budgetary information.

Recipients of the funding award will be expected to provide a short report of the activity carried out for the BAVS newsletter and to acknowledge BAVS support in any event publicity. A template for the report will be provided.

Postgraduate applicants should also secure a letter of support from either their Head of Department or PhD supervisor, which can be sent directly to the Funding Officer by the deadline, or included with the application.

A wide range of resources about public engagement are available at:

<https://www.publicengagement.ac.uk/about-engagement/what-public-engagement>

Resources about outreach can be found at:

<https://www.nationalarchives.gov.uk/education/outreach/resources/>

Review process:

All applications received at the closing date will be checked by the Funding Officer in the first instance and any further information/omitted materials requested from the principal applicant within 7 days.

Following the eligibility check, all eligible applications will be reviewed by a sub-group of the BAVS Executive Committee (details of Committee members can be found on the BAVS website). A funding outcome will normally be communicated to applicants by the Funding Officer within six weeks of the competition closing date (for November applications, this does not include the Christmas period).

Applications for the grant will be evaluated on the basis of the following criteria:

- The quality and quantity of the opportunities provided to the applicants to develop meaningful public engagement and outreach projects that implement innovative strategies, engage new and underserved audiences, and benefit all those involved. Benefits might include learning, developing new skills, gaining new insights or ideas, developing better research, raising aspiration, or being inspired.
- A clear sense of purpose and aims, desired outcomes, tangible outputs, and intended audience for the project. The wider significance of the funded activity for scholars working in Victorian Studies.
- The project's achievability and a practical and appropriate method and process for how it will be implemented.
- Evidence that the applicant has suitable knowledge, experience, or training, or has thought about the skills that they would need to acquire, in order to deliver this activity successfully.
- A clear sense of the intended expenditure of the grant, and value for money from this expenditure.
- Previous grants to institutions and/or individuals. While a recent successful application from an institution or individual does not preclude the award of another grant, BAVS generally aims to distribute grants across different institutions and countries.

Application details:

Two rounds of funding are available each year. The deadlines are **April, 30th** and **October, 31st at 5pm (UK time)**. The submission form will close at that time and no further applications will be accepted. It is applicants' responsibility to ensure that all application materials are submitted by the deadline.

Applications not submitted through the form will not be considered.

Please find the application form for the current round of application at the link: <https://bavs.ac.uk/funding/>

For preliminary inquiries, further information, or for any doubt, do not hesitate to get in touch!

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