ROYAL SOCIETY OF CHEMISTRY

Outreach Fund - Large Grants 2024

1. Before you begin

Before you begin completing this application, please ensure that you have fully read and understood the **eligibility, criteria and restriction guidelines on our website**.

It is recommended that you should also familiarise yourself with some of the following resources to help inform your application and increase your chances of success:

Public Attitudes to Chemistry, 2015

Chemistry for All, 2020

Factors Affecting Public Engagement by Researchers, 2015

Applications which do not meet criteria (applications are not expected to fulfil all criteria) or contravene any restrictions will not be considered. If you have any questions regarding making an application, please do not hesitate to get in touch by calling +44 (0) 1223 432667 or +44 (0) 1223 432209, or emailing **outreach@rsc.org.uk**.

The application form covers the following sections. Please read each question carefully, answer clearly and concisely and refrain from copying and pasting the same information into multiple sections. The sections are as follows:

Applicant details – in this section you will be required to enter some key personal details to help the RSC understand a bit more about you, the applicant, and enable your application to be processed.

Project content – in this section you will be required to detail project aims, objectives and outcomes as well as providing context for the project and an outline on content.

Target Audience – in this section you will be required to demonstrate an understanding of who your target audience are, their needs and how you plan to effectively engage with them.

Evaluation – In this section you will be required to detail what aspects of your project you will evaluate and how.

Budget – in this section you will be required to provide a breakdown of details of the overall project costs, other sources of funding and how much you are applying to the Outreach Fund for.

Supplementary Information – in this section you will be able to attach documents to support your application.

Data Protection – in order to submit your application, you will be required to consent to the RSC storing your personal information in order to respond to your application.

Should you like to view a PDF of the whole application ahead of submitting it online you can find a downloadable PDF on the Outreach Fund page.

2. Eligibility screening

Before proceeding to the main application form, please complete the following tick-list to confirm that you and your application are eligible for consideration for an RSC Outreach Fund grant

1. I, the applicant, am aged 18 or over. *

☐ Yes
☐ No

2. I, the applicant, am either: a UK or Republic of Ireland resident (with a UK or ROI address and bank account); OR applying on behalf of an organisation registered in the UK or ROI. *

☐ Yes

☐ No

3. The project for which I am applying, will be delivered in the UK or ROI. *

☐ Yes

☐ No

4. Timescales: The project phase for which I am applying to the Outreach Fund will be delivered and completed within the timescales outlined on the RSC website for this round of funding; OR The timescales of the project phase for which I am applying to the Outreach Fund fall outside the dates outlined on the RSC website, however, I have been in touch with the RSC and still been invited to submit the application. *

☐ Yes

☐ No

5. The project for which I am applying has a significant aspect related to the chemical sciences. *

☐ Yes

☐ No

6. This proposal: a new project (has not been submitted to the Outreach Fund before); OR a resubmission that I have been invited to supply by a member of RSC staff; OR an extension that builds upon an existing project (I will include an evaluation of the existing project in this application)

Please note, Your project must meet at least one of the criteria to be considered. If you would like to discuss your proposal with us, please contact outreach@rsc.org. *

☐ Yes, one or more of the above is true for my project

☐ No, none of the above are true for my project

3. Applicant details

7. Please ensure that the information below is correct. Please provide the details of one main applicant, whom will be the primary point of contact for the RSC for all aspects relating to this application. The primary method of contact will be via email.
*

Title:
*

First Name:
*

Surname:
*

Organisation:
*

Job Title:
*

Pronouns (optional):

8. Please ensure that the information below is correct.

Please provide the contact details of one main applicant (the same person as named in question 7), whom will be the primary point of contact for the RSC for all aspects relating to this application. The primary method of contact will be via email and if applying as an organisation the address must be associated with this.
*

Email Address:
*

Telephone number:
*

Address Line 1:

*

Address Line
2:

Address Line
3:

City:

*

County:

Postcode:

*

Country:

*

Company
and/or charity
number (if
applicable)

9. Are you a member of the Royal Society of Chemistry?
(Please note, you do not need to be a member to be eligible for an Outreach Fund grant) *

☐ Yes

☐ No

10. Have you previously or do you currently hold a grant from the Outreach Fund? *

☐ Yes - Previously held a grant, project completed

☐ Yes - Previously held a grant, project ongoing

☐ No

11. What is the nature of your organisation? *

☐ Charity/Not-for-profit Organisation

☐ Primary School/Academy Trust

☐ Secondary School/Academy Trust

- ☐ Provider of further education e.g. Sixth form college
- ☐ Other higher education provider e.g. University
- ☐ Freelancer
- ☐ Private Company
- ☐ Partnership
- ☐ Other (please specify):

If you are applying in collaboration with or as part of a RSC Member Network please provide details below. For information on our various groups or to look a group up please look at our 'Connect with others' page. Please note it is not a requirement to work with a RSC Member Network but where this relationship exists it is useful for us to know.

4. Project Overview

12. Project Title *

13. Why are you applying for a grant? *

- ☐ To pilot a new idea/proof of concept
- ☐ To support further development of a pilot project
- ☐ To upscale a pilot project
- ☐ To roll out delivery of a successful pilot project
- ☐ To repeat the delivery of a previously successful project
- ☐ To support delivery an established programme of activity

14. Who is the main audience for your project?
To support this selection there is space to provide a short summary of no more than a couple of sentences (you will be able to provide more detail further on your application) *

☐ Youth audience(s) in schools (e.g. age 18 or below)

☐ Youth audience(s) outside schools (e.g. age 18 or below)

☐ Families and/or adult audiences outside of school settings

Comments:

5. Project Description

15. Project Description

Please provide a clear and concise description (maximum 500 words) of your planned project.
This should include (but is not limited to):

overall aims and objectives of your project, including what you intend to do and how you will do this time frames and key dates You will need to demonstrate how your project meets at least one of the criteria below:

Develop science communication skills of chemists - building capacity and opportunities for chemists and chemical scientists to engage with schools and/or public audiences

Engage with school students - inspiring and raising aspirations of student audiences to nurture a future generation passionate about the chemical sciences

Engage with public audiences - involving a wide range of people in relevant contemporary issues in the chemical sciences

Provide under-represented audiences, communities and places with inspiring chemistry engagement opportunities, delivered or coordinated by skilled people

The panel will use the information provided in this section to determine whether the project meets the objectives and criteria of the Outreach Fund. For more information on the criteria and application guidelines (including content and audience) please go to our webpage. *

6. Target Audience

16. Please tell us how many people in each age category you hope to engage:

(These numbers should give an idea of the reach that you hope to achieve from your project): *

Under 5 years

*

5 – 10 years

*

11 – 14 years

*

15 – 18 years

*

18 years +

*

Total engaged

*

If there are different components to your project please provide a brief breakdown of the audience numbers per component:

17. Describe the audience of your project.

Please include any information on how your project is relevant to your target audience and how you have designed your project to meet these needs as well as any audience insights.
This may include: Findings of any research/enquiries carried out that identifies/demonstrates the need of the audience for your activity The need of any relevant schools or groups for any funding being applied for (Maximum 200 words). *

18. Do you envisage the majority of your target audience having an existing interest and/or background in chemistry? *

- [ ] Yes
- [ ] No

19. How will the audience engage with your activity?
In the comments box below please provide a further sentence or two based on your answer choice to demonstrate the nature of the engagements (e.g. intended number of engagements) *

- [ ] One-off engagement
- [ ] Multiple/repeat engagements
- [ ] Other (please specify):

Comments:

20. Does your project aim to engage under-represented audiences, communities and/or places within the chemical sciences?

N.B. We have ring-fenced funding through the Chemists' Community Fund to support projects seeking to engage directly with under-represented groups and audiences and enable them to participate in chemistry-based engagement activities. The information provided along with your other responses will help to decide if your project is eligible for this funding. *

- [ ] Yes
- [ ] No

7. Target Audience - continued

21. Please indicate the under-represented audience(s) or group(s) that your project will be engaging. This list is not exhaustive, please use the following question to provide additional information to support us to understand the needs of your audience(s) and potential outcomes of your activity.

Multiple options can be selected. Intersectionality can be defined as the interconnected nature of social categorisations such as ethnicity, sex, and class that combined create advantages or disadvantages for a given individual or population. Therefore, intersectionality can be investigated through the interaction terms of two or more given population identities. *

- [ ] Individuals/groups from low socio-economic background/status
- [ ] Individuals/groups from minoritised / minority ethnic backgrounds
- [ ] SEND (Special Educational Needs and Disabilities)/SEMH (Social, Emotional and Mental Health Difficulties)/ASN (Additional Support Needs) students
- [ ] LGBT+ individuals/groups
- [ ] Disability groups
- [ ] Children in care/care leavers
- [ ] Young carers
- [ ] Individuals/groups in rural locations
- [ ] Other (please specify):

Please provide detail as to how this audience will be reached and the potential impact of your activity. Supporting information might include (but is not limited to) details of the needs of your audience(s), socioeconomic information, free school meal allocation, gender composition, disabilities and other relevant measures and indicators. Please also note whether there significant differences that would be expected when considering particular combinations of these characteristics compared to considering them individually - in other words, it is the implication that being a part of two or more minority populations can have more or less disadvantageous effects than only being a part of one. (Maximum 200 words)

8. Project details

22. Is this project an extension of an existing project or a project previously run? *

☐ No

☐ Yes

If Yes: Please provide evidence of evaluation of the existing/previous project, including lessons learned. If relevant, please also provide information of how this event (type) will be funded in the future. If more appropriate, evidence can be attached in the Supplementary Information section but please indicate here that you have done so.

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23. Project delivery

Who will be involved in this project, what will their roles be and what are their areas of expertise/experience?
This should include all staff, external partners, volunteers and RSC members as well as any relevant information regarding the decision to involve these people e.g. to provide relevant knowledge and expertise or to help reach certain audiences.
Where relevant please indicate if these people are already on board with the project or if there is an aim to bring them on board. (Maximum 200 words) *

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24. Project Outcomes

Please detail any known outcomes of your project such as key milestones and deliverables. (Maximum 200 words) *

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25. Project Location

Where will your project take place? Please include the names and addresses of venues, towns, cities or geographical regions where your activity will take place. For fields irrelevant to your project please mark as N/A. *

Town

*

County

*

Country

*

UK-
wide

*

Online

*

26. What area(s) or theme(s) related to the chemical sciences will be included in your project?

Please provide a short sentence in each section where relevant to your project.

Water

Energy

Food

Environment

Health

Careers in
Chemistry

Sustainability

Other:

27. Please provide information on project dates and timings relating to your project.

For project start and end date these should fit within the grant period for which you are applying (see note below) and in the comments section please elaborate regarding the timescales for planning, delivery and evaluation. If you have not yet fixed dates, please provide an approximate breakdown of the timings of your project. (Maximum 200 words)

Please note - grant outcomes will be communicated within six weeks of the deadline (please see our webpage for details). All grants awarded in 2024 must not start before the

outcome is communicated and projects should be completed by 30 November 2025 (with evaluation submitted by 14 December 2025). *

Project
start
date: *

Project
end
date: *

Comments:

9. Risk Management

28. Risk Management

Please identify any challenges that you may face and need to manage during the course of your project. This may include safeguarding, health and safety, copyright and national restrictions.

If your project will involve people under the age of 18 or vulnerable adults you must provide information as to any relevant safeguarding procedures and measures taken. *

10. Evaluation

29. What aspects of your project will you evaluate and what methods will you use to carry out the evaluation? (Maximum 200 words)
Note: you must have integrated evaluation that enables you to address your success (or not) in achieving your desired project outcomes. *

30. How will you determine whether your project has been a success or not? (Maximum 200 words)

For example, whether you have reached the audience you were initially targeting. *

31. Will your project have a legacy?

Please include details of who would benefit and how, in addition to how, if at all, you will monitor the impact of the legacy. (Maximum 200 words) *

11. Budget

32. Overall project costs (in GBP, £)? *

Amount applying for from the RSC Outreach Fund

*

Total project cost (this may be the same as above)

*

33. How will RSC funds be used?
Please provide a breakdown of the budget as a separate document in the file upload section below and use the comments for any top level information you feel the panel should know.

Where RSC funds make up only part of your projects budget, please show the whole budget breakdown in the file attachment including how it is or is intended to be funded.

Note - this can be a rough breakdown but the panel will need to see where the funds will

be spent and why they are required.
File types allowed - xls, xlsx, pdf, doc, docx, txt, png, jpg, jpeg, gif, ppt, pptx. *

- File: {{filename}}delete

Choose File

Comments:

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34. Please provide information of any charges for your activity, who is expected to pay them and outline any expected income as a result of the activity and what it is to be used for. *

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35. If you have applied or intend to apply for funding from any other sources please tell us whether an application has already been submitted and to whom, whether the funds have been secured and how you will use the funds. *

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36. To your knowledge, have you or your organisation previously applied to the Outreach Fund?

Please note, the assessment panel will take into account previous evaluations received for any projects for which we have awarded previous funding.

If you have received RSC funding via another scheme which is linked to your project in anyway please provide details regarding this in the Comments box.

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☐ Yes, I or my organisation was successful, my project is completed

☐ Yes, I or my organisation was successful and have an ongoing project

☐ Yes, I or my organisation was unsuccessful, I have been invited to resubmit

☐ Yes, I or my organisation was unsuccessful

☐ No, I or my organisation have not previously applied to the Outreach fund

☐ Other (please specify):

Please provide application details including: project title, project application date, applicant name and project completion date.

12. Supplementary Information

37. Please use this section to upload up to 3 documents to support your application. This could include (but is not limited to): Communications confirming support and intent from partners Findings of research carried out to support your application Evaluation of related activity Your application may not require additional documents, please only include documents you believe will be of use to your application and the review panel.

Permitted file formats: png, gif, jpg, jpeg, doc, docx, xls, xlsx, pdf, txt, mp3, mov, mp4, ppt, pptx

- File: {{filename}}delete

Choose File

38. Where did you hear about our Outreach Fund? Please select all relevant options. The information that you provide will ensure that we are able to improve our communication strategy. *

☐ Voice

☐ members newsletter

☐ another RSC email communication

☐ our website (www.rsc.org)

☐ a mailing list (e.g. PSCI-COM)

☐ a member of our staff (this includes Education Coordinators and Regional Programme Managers)

☐ Facebook

☐ Twitter

☐ a previous applicant

☐ Other (please specify):

_____

15. Data protection

39. Please tick this box to acknowledge that: you have read, understood and accept our terms of use. We need to collect and manage your personal data in order to provide this service. Our privacy statement explains how we do this. For more information or if you have any difficulties opening the links above please email outreach@rsc.org. *

☐ Yes, I agree