**BPI Internal Research and Collaboration Fund 2022-23**

**Guidance**

The Bristol Poverty Institute (BPI) is pleased to relaunch our internal funding scheme for researcher-led engagement activities for the 2022-23 academic year. This fund is for activities hosted by University of Bristol academics, either in Bristol or online.

The primary purpose of the fund is to support **small-scale activities to grow and develop the University of Bristol poverty-research community and its visibility, as well as building networks for future collaboration**.Activities are likely to include seminars and workshops. Under normal circumstances funding would primarily be used to purchase catering and refreshments for events in Bristol, and where appropriate it can also be used towards travel costs for visiting speakers and participants. Due to the ongoing pandemic, however, we are currently also able to provide funding for online events which incur costs for software/technological support, translation (including sign language interpreters), live-streaming, and/or virtual facilitation. Where possible applicants should make use of the support available through the UoB IT services team, however, rather than seeking external costed suppliers.

The fund is open to **University of Bristol researchers at any career stage** and from any school or faculty, and Early Career Researchers (ECRs) are particularly encouraged to apply. Poverty must be a central theme, and the activities should align with the focus and objectives of the [Bristol Poverty Institute](https://www.bristol.ac.uk/poverty-institute/). The primary audience should include UoB researchers, with external participants from academia, policy, and practice also welcome and encouraged.

Grants awarded under this scheme will normally be in the region of **£300**, although applications up to £500 will be considered. Costs such as staff salaries, UoB staff travel, and conference fees are not eligible costs. If you are unsure whether your proposed activity is suitable, please feel free to contact the BPI team via [bristol-poverty-institute@bristol.ac.uk](mailto:bristol-poverty-institute@bristol.ac.uk). Please provide a breakdown of costs. For example:

|  |  |
| --- | --- |
| **Description** | **Total cost** |
| Virtual whiteboard | £80 |
| Sign Language interpreter (2 interpreters for 1.5hours at £50ppph) | £150 |
| Toll-free dial-in number for African participants | £30 |
| **Total applied for** | £260 |

**Applications will be considered on a rolling basis** until all funding has been allocated or the call closing date (31 May 2023), whichever is sooner. **All activities and spend must be completed by the end of the current academic year** (31 July 2023). We aim to communicate decisions within three weeks of applications being received.

Please note that successful applicants will be expected to acknowledge BPI in their activity promotion and complete a short end-of-award report as a condition of funding.

Application forms and queries should be submitted to [bristol-poverty-institute@bristol.ac.uk](mailto:bristol-poverty-institute@bristol.ac.uk).

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**Application form**

The completed application form should be **no more than 2 sides A4**, minimum font size 11 (you may remove the italicised notes). Completed forms should be submitted to [bristol-poverty-institute@bristol.ac.uk](mailto:bristol-poverty-institute@bristol.ac.uk) **no later than 31 May 2023**. Applications will be reviewed on a rolling basis until all funding has been allocated.

|  |  |
| --- | --- |
| **Lead Applicant’s Name** |  |
| **Faculty** |  |
| **School** |  |
| **UoB Collaborators** | *Please provide Name/School/Faculty for UoB colleague(s) who will be involved in organising the activity, if applicable* |
| **Project/event title** |  |
| **Anticipated date(s)** | *N.B. This can be approximate at time of application* |
| **Amount requested** |  |

|  |  |  |
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| **Description of project** | | |
| *What activity/activities are you proposing?*  *Who are the intended audience/participants?*  *What is the purpose of the activity/activities?*  *What are the expected outcomes?* | | |
| **Relevance to poverty research** | | |
| *How is your proposed activity/activities relevant to poverty research?*  *See* [*https://www.bristol.ac.uk/poverty-institute/*](https://www.bristol.ac.uk/poverty-institute/) *for more information on the BPI.* | | |
| **Budget** | | |
| **Description** | | **Cost** |
| *Please include breakdown* | |  |
|  | |  |
|  | |  |
|  | |  |
| **TOTAL applied for** | |  |
| *Please add additional rows as required* | | |
| **Project partners** | | |
| *Please list any project partners or collaborators (if applicable – not required)* | | |
| **Other funding for this project** | | |
| *Please list any other sources of funding for this or related activities (if applicable – not required)* | | |
| **Signature** | *Typed signatures can be accepted, so long as the form is submitted from the UoB email address of the signatory* | |
| **Date** |  | |