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**BES Public Engagement and Science Communication Awards - Submission Form**

##  Application Notes

1. The lead applicant must be a member of the British Ecological Society (BES). Please login to My BES on the BES website to find your membership number, or contact hello@britishecologicalsociety.org
2. Please complete this form and return it via email to chrisj@britishecologicalsociety.org
3. Completed submissions will be assessed as per the associated guidelines available on the [Public Engagement and Science Communication Awards webpage](https://www.britishecologicalsociety.org/learning-and-resources/engaging-the-public/awards/)

## Applicant DetailsIf applying on behalf of a team, please provide additional details in later sections.

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| Lead Applicant name: |  |  | BES membership number (required): |  |
| Organisation: |  |  | Department: |  |
| Email Address: |  |  | Career stage: |  |
| Job title: |  |  | Job sector: |  |
| Previous engagement experience (years): |  |  | Individual-led or team project: |  |

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| **How did you hear about the Award?** *Delete options as required.* | BES Social Media; External Social Media; BES Website; External Website; BES Newsletter; BES Staff; Word of Mouth; search engine; organisation’s internal email; Other (please state here: …) |

## Project Summary

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| **Project title** |  |
| **Summary of project:***max 150*  |  |
| **Ecological discipline of project content.***max 50 words.*  | *Please also state any non-ecological subject areas**covered* |
| **Delivery date(s)** | *Include a brief timeline e.g. development, delivery, reporting* |
| **Target and other audience(s):** | *e.g. age, demographics, entomological literacy level, etc.* 1.2.3.… |
| **Impact and outcome Objectives***max 100 words* | *i.e. what did you aim to achieve? Learning outcomes, behaviour change, policy influence etc.*1.2.3.… |
| **About you/ your team***max 300 words* | *Background and suitability of applicants and delivery partners* |
| **Project format: which categories best describe your project?**Please place ‘X’ in all relevant boxes. | ***In-person public events*** *e.g. festival stalls, exhibitions, activities and ‘busking’, talks and workshops, outdoor learning opportunities (not through a formal school education* |  |
| ***Public installations*** *e.g. artworks and sculptures or participatory (non-staffed) features accessible to the public* |  |
| ***Digital events and activities*** *e.g. social media content, online talks and workshops, virtual exhibitions, videos, podcasts* |  |
| ***Science writing*** *e.g. books, blogs, news articles etc…* |  |
| ***Resource production*** *e.g. educational resources such as worksheets, books, handouts, activity materials that can be kept by participants* |  |
| ***Citizen and Civic (participatory) Science activities*** |  |
| ***Accessibility, diversity and inclusion*** *i.e. efforts show to widen participation of public engagement and science communication activities* |  |
| *International projects i.e. projects not based in the UK/ from UK-based applicants* |  |
| *‘Other’: Please state your category you feel best fits your project if not included above (max 10 words):* |

## Project Methods

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| **YOUR PROJECT: Detailed description (500 words)***Please provide hyperlinks or insert images as appropriate to illustrate evidence for your project* | *Please mention: Context/rationale; Aims and Methods; The roles of you and any other partners/contributors.*  |
| **AIMS AND OBJECTIVES: How was your project designed to meet your impact aims and objectives?** *Explain why these were your target audiences* | 1.2.3. |
| **Does your project meet BES content and messaging aims?** Please place ‘X’ in relevant boxes. Note: you do not need to complete all of these entries. | (1) Knowledge and understanding of what ecology is and how nature works |  |
| (2) Knowledge and understanding of ecological science as a solution to local and global challenges |  |
| (3) Empowering behaviour changes, ‘how individuals can take action to benefit the environment, themselves, and society |  |
| (4) Raise awareness of ecological careers by demonstrating their relevance and importance, their breadth and diversity, and showing that anybody can become an ecologist |  |
| **AUDIENCE Who were your project target public audiences?** *Explain why these were your target audiences.*  | 1.2.3.… |
| **Did your project meet any of following BES target audiences?** Note: you do not need to complete all of these entries. Longer definitions of BES target audiences are available in the [Public Engagement Strategy document](https://www.britishecologicalsociety.org/learning-and-resources/engaging-the-public/bes-public-engagement-strategy/). | (1) 'Diverse' – covering the breath of backgrounds, perspectives, expertise and knowledge |  |
| (2) 'Underrepresented' - groups underrepresented in ecological careers |  |
| (3) 'Next Generation' - future ecologists and BES members |  |
| (4) Other BES related audiences we should be aware of |  |
| **AUDIENCE: Explain how you reached, attracted, and promoted your project to engage each of your target audiences** | *This can include use of marketing methods such as social media, flyers, distribution partners etc.*1.2.3.… |
| **EQUALITY, DIVERSITY AND INCLUSION: How does your project work to remove barriers to participation for your public audiences and project partners?** | *i.e. enable people of all ages, physical, learning, and social needs will be able to participate and benefit* |
| **COLLABORATION: Did your project involve other ecologists, BES members, or professionals?** | *Describe how they were recruited, supported, upskilled, etc.* |

## Evaluation and legacy

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| **How did you measure if your listed objectives and impact aims were achieved?**  | *Provide description of evaluation measures and methods you used. Reference your project objectives and target audiences. We encourage audience demographic data, but this may not be achievable for all projects*1.2.3.*.* |
| **Will your project continue in future or allow future activity?**  | *e.g. reuse of equipment at future public events donation of copies of game/activity materials, provision of digital resources* |

## Budget overview

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| **Project budget total:**\**If applicable. Please state if your project did not require a budget and why. Please also state if you received payment for this project.* |  |
| **Detailed breakdown of how funds were used:** | *Please provide details and justifications of costs e.g. research or quotes (inclusion at end of form separate attachments welcome), Please explain cost calculations in detail.* |
| **Sources of funds for the project:***Name of partner organisation(s), contact names and details* |  |

## Submission

## *Please sign your completed application form and email to*

## chrisj@britishecologicalsociety.org

**GDPR CONSENT:** By signing below I consent to the personal and contact information contained within this form being retained by the BES within our Customer Relationship Management database, and being contacted by the BES in relation to your application for the Public Engagement and Science Communication Awards.

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| Applicant(s) signature(s): |  |  |  Date: |  |
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