**PPI Ignite Network @ University of Galway**

**Community Engaged Scholars Programme 2024**

Application Form - Version 1: 15th May 2024

**Completing Your Application**

1. **Submission Instructions**
2. Due Date: 12th July 2024 by 5:00 P.M.
3. Submit one consolidated PDF of the full application requirements (see below for details)
4. Email PDF application to ppi@universityofgalway.ie and enter “CES Programme Application” in the subject line.
5. **Application Requirements**
6. Pilot Research Study Proposal: Community-academic partnerships must submit a pilot research study proposal that they will conduct as part of the CES Programme, if awarded.
7. Budget: Community-academic partnerships must provide a budget to conduct the proposed pilot research study. The maximum budget awarded to successful community-academic partnerships will be up to €5,000 each.
8. Financial Point of Contact: The community-academic partnership must designate a University of Galway member of staff as their CES-P partnership financial point of contact, who will manage the project funds, if awarded. See: Appendix I - CES-P Application Form for more
9. Curriculum Vitaes: One Community partner and one Academic partner must submit a brief 2-page Curriculum Vitae of their experience, education, awards, and any accomplishments relevant to this call application. All other partnership members are not required to submit a Curriculum Vitae.

**Community Engaged Scholars Programme Application Form**

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| **Pilot Study Title:** |
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| **Partnership Details** | |
| **Community Partner/s** | |
| CES-P Lead/Co-Investigator Name |  |
| Name of Organisation |  |
| Other team members |  |
| **Academic Partner/s** | |
| \*CES-P Lead/Co-Investigator Name |  |
| Name of Organization (e.g. department/school) |  |
| \*Other team members |  |
| \*At least one academic partner must be a staff member at University of Galway who will have responsibility for managing the research fund. | |

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| **Proposed Pilot Study** |
| **Context:** *What is already known in this area?* |
| **Pilot study aim:** *What do you plan to accomplish by the end of your pilot study?* |
| **Study objectives** (maximum of 3): *What are you going to accomplish and how?* |
| **Outline of pilot study:** *What are the key components of the pilot study, including setting, population and planned PPI?* |
| **Long-term goal of your research:** *What do you hope to accomplish overall in the next few years?* |
| **Study Strategy** (2-3 pages max.) |
| **Research Question/s:** *What is/are the specific research question/s that will be examined and how will this be accomplished?* |
| **Significance -** *Why is this study important? What is the potential impact of this study?* |
| **Partnership** *What are the qualifications and capacity of the team to conduct the proposed research?*   * Describe partnership members’ organisational affiliation, and pertinent areas of expertise: * Outline your partnership’s history (if applicable), relevant to CES Programme application, experience in the targeted community and health topic, and plan for sustaining your research partnership: * Describe the process of identifying your pilot study research question/health issue for the CES Programme application: * Describe your partnership’s ability to complete the study: * Identify the roles of each partner and partner organisation and its staff in research development and implementation: |
| **Dissemination:** *What are your plans/strategies for dissemination of your pilot research results and partnership experience?* |

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| **Budget** | | |
| **Activity/Item** | **Justification** | **Cost** |
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| **Total amount** | | **€** |

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| **Financial Point of Contact (at University of Galway)** | |
| **Name** |  |
| **Department** |  |
| **Email address** |  |
| **Telephone number** |  |

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For queries and questions relating to this call, please email programme coordinator Dr Brendan Dolan: brendan.dolan@universityofgalway.ie or the PPI Ignite Network @ University of Galway Programme Manager Martha Killilea: ppi@universityofgalway.ie