Application Form: RDS Public Engagement Fund: Community

Thank you for your interest in the public engagement fund. This document is for your reference only. **Please apply using our** [**online form**](https://forms.office.com/Pages/ResponsePage.aspx?id=xnaQA_ygOkWZxKlibkIhci_Sk5u8eX1Br_YFM2XIii5UMEFGWDlXRkZaSEZHUDBTNzBLVUxBNUU5Qi4u) **only.** If you need help or support to complete the online form, please review our [guidance document.](https://www.researchdata.scot/media/qieplo4o/guidance-community-fund-public-engagement-fund-2024-25.docx)

If you have any questions, you can also email [engage@researchdata.scot](mailto:engage@researchdata.scot) and we’d be happy to help any way we can.

**Contact Information**

|  |  |
| --- | --- |
| Main contact name |  |
| Job title |  |
| Telephone |  |
| Email address |  |

**About Your Organisation**

|  |  |
| --- | --- |
| Organisation name |  |
| Registered charity number (if applicable) |  |
| Briefly describe your organisation. What does it do and why?  Suggested length: About one paragraph |  |

**Funding**

|  |  |
| --- | --- |
| How much funding would you like to request for your project?  (Min £1,000 – Max 10,000) |  |
| Please provide an overview of the proposed costs of your proposed project.  Please list by item and approximate cost. If you are expecting funding from another organisation, please also list and identify where these costs fit within the overall project. |  |

Does your organisation have a bank account in its own name? **Note: all projects must have a bank account and provide evidence on request.**

* Yes
* No

Does your organisation have any of the following? You can find further information about these documents in [the guidance](https://www.researchdata.scot/media/qieplo4o/guidance-community-fund-public-engagement-fund-2024-25.docx) we have provided.

* Public liability insurance
* Employee / volunteer liability insurance
* Safeguarding policy
* Governing documents

Do you have or are you looking for any other funding to support this project from elsewhere?

* Yes (please specify how much and the funding organisation)
* No

|  |  |
| --- | --- |
| If yes, please state how much and the funding organisation |  |

**About your project**

Is your project a one-off activity, part of a larger piece of work, a test for future work, or something else? (This will not affect your application)

* One-off
* Part of a programme of work
* Pilot Activity
* Something else (Please state)

|  |  |
| --- | --- |
| Project title |  |
| What would you like your project to do?  Please include in here the proposed area of work and any partners/collaborators you will work with.  Suggested length: About one paragraph |  |
| Who will benefit from your project?  Suggested length: One or two sentences |  |
| What difference do you think your project will make?  Suggested length: No more than two short paragraphs |  |
| How will you check if your project has achieved what it planned to do?  Suggested length: No more two short paragraphs |  |
| How do you plan to share your work once it is complete?  Suggested length: No more than two short paragraphs |  |
| Please include the name, job title, and role of employees and any volunteers who will be responsible for the project management or activities. |  |

**Help and Support**

|  |  |
| --- | --- |
| Will you need any support beyond the funding requested?  E.g. help to develop or deliver the activity, access to expertise, equipment, or space? If so, please let us know here. |  |

**Additional Information**

|  |  |
| --- | --- |
| Is there anything else you would like to let us know about your project?  This will not be scored but may provide further context for our Application Manager. |  |

How did you hear about the Public Engagement Fund?

* Research Data Scotland Website
* Research Data Scotland Newsletter
* Word of Mouth
* Search Engine
* LinkedIn
* Twitter
* Direct e-mail
* Other (please state)

|  |  |
| --- | --- |
| Do you have any feedback for us, so that we may improve the application process in future? |  |

If you have any questions, please email [engage@researchdata.scot](mailto:engage@researchdata.scot).

If you would like to hear more about the latest Research Data Scotland updates, [sign up to our newsletter](https://www.researchdata.scot/newsletter/).