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**Explore Your Universe:   
Valuing Inclusion 2024-2026**

**Application Form**

**Please complete this application for if you wish to apply for thegrant of *£4,000* to explore the value of ‘one-off’ engagements.**

## Details of primary contact for Explore Your Universe: Valuing Inclusion

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| Organisation: |  |
| Email address: |  |
| Organisation website: |  |

**Please confirm the following (to be eligible, all applicants must have answered yes):**

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| --- | --- |
| Your organisation has the experience to foreground STFC science, content, people and/or places within your engagement | Yes/No |
| Your organisation has the youth and/or community partnership in place that will enable your work with ‘[Wonder’](https://www.ukri.org/what-we-do/public-engagement/public-engagement-stfc/our-support-for-public-engagement-stfc/public-engagement-wonder-initiative/) communities within your region | Yes/No |
| Your organisation is a member of ASDC and will remain a member throughout the duration of this programme | Yes/No |
| Your youth/community partner has been actively involved in the writing of this proposal | Yes/No |
| The CEO or member of the senior management team of your organisation fully supports and has signed this proposal | Yes/No |

**There are two grants available, for please mark below which you are applying for:**

I am applying for the £4,000 grant to explore the value of “one-off” engagements

I am applying for both grants

I understand that if I am applying for both grants (see separate application), I will not be working with the same participants

**Please consult the Invitation to Participate in full and then address the following sections. If you are applying for both grants, please complete both applications forms.**

*ASDC adheres to an ethical funding code and would like to reaffirm ‘our commitment to you’, as detailed in the Invitation to Participate. Please don’t hesitate to get in touch during the application process to discuss any queries or challenges.*

## Programme Overview for the grant of £4,000

Please provide an engaging overview of your planned programme. Include a summary of who you are working with and why, and the delivery of activities with participants. If you are successful, we will use this summary in the comms of your project *(Max 300 words)*

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## Programme goals

Detail how your programme overview above will investigate the value of ‘one-off’ interactions, specifying how you plan to design inclusive STEM experiences which are ‘captivating, accessible and meaningful’. We are also interested in which ‘inclusive participant outcomes’ you anticipate influencing through your interactions (see ‘Our goal’ section of ITP p6 for more info).

*(Max 300 words)*

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| *E.g. You are planning to ensure activities promote meaning of STFC science to people, place and purpose (matters they care about). Detail how you intend to do this.*  *You anticipate seeing a positive shift in inclusive participant outcomes of ‘relevance’ and ‘belonging’.* |

## Your commitment to project evaluation

Through this Grant programme, science and discovery centres and museums are asked to devote time, staff expertise and partnerships to provide evidence that supports (or challenges) the assumptions outlined in the Theory of Change. We will be asking for you to collect metrics data through reflection journals worked through with your community partner at each event (rather than participant forms). You will also be able to discuss and decide with the evaluators which evaluation tools you would like to use, that will best suit your programme.

Please confirm your organisation’s commitment to supporting the evaluation process through the different measures listed below. We require full support from your CEO or representative from the Senior Management Team on these commitments.

## Please confirm your organisation commits to the following requirements for the £4,000 delivery grant:

|  |  |
| --- | --- |
| Collecting and reporting the required metrics from a minimum of 50participants in the manner decided (in collaboration with your community partner) and agreed with ASDC. | Yes/No |
| Collating post evaluation data from a minimum of 50 participants | Yes/No |
| Completing and submitting your full and final evaluation data by 14th November 2025 | Yes/No |
| Allow one member of staff actively involved in the delivery of this programme to attend the STFC Masterclass and networking morning 12th-13th February at RAL Space, Didcot (T&S expenses covered by ASDC) | Yes/No |
| Your organisation agrees to a visit from the external evaluator for observations of activities as part of the data gathered during the delivery period (the project evaluators aim to visit six sites). | Yes/No |
| Your organisation and community partner (if possible) will participate in the final interview scheduled at the end of your project with the external evaluator and ASDC project manager | Yes/No |

**Please provide a signature from your chief executive or senior manager confirming their support of the above commitments of this programme.**

Name **…………………………..........................................**

Date **……………………………..** Signature **………………………….........................**

## Which community-based groups are you choosing to work with and why?

Please introduce the community partner you are working with for your interactions. Explain how these interactions work for their priorities. *(Max 200 words)*

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## STFC science, research, people and stories In this section please:

## Share your passion and experience for communicating the above with your audience.

## Include details of the areas of STFC science that will be the focus of engagement activities.

## Include any plans to connect and involve STFC scientists, researchers or staff within your activity (a desirable outcome for project proposals).

*(Max 300 words)*

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## Summary table of anticipated engagement deliverables

Please fill in the table below as best you can with the anticipated sessions, and approximate numbers you plan to engage. Feel free to add explanatory details. The format you choose for length of interaction should demonstrate your consideration of the best approach to address the value of Inclusive engagements that are captivating, meaningful and accessible. High numbers are not a criteria of success for this grant, however, for the purpose of the robust evaluation data collection, there is a minimum requirement to submit 50 individual participant responses. Please consider this when responding below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Type of event or activity | With Whom?  E.g. Young carers | Number of participants | Average Length of interaction (dwell time) Eg 1 hour | Interaction hours  (Dwell time x No participants) |
| *Community fair* | *Family groups from 0-20% on IMD (or national equivalent e.g. SIMD)* | *100* | *45 mins* | *75 hrs (0.75 hours x 100)* |
|  |  |  |  |  |
| **Totals estimated** | |  |  |  |

## **Your indicative budget for the £4,000 grant (inclusive of VAT)**

The below budget should demonstrate £4,000 well spent. We require realistic consideration of the budget required to engage and involve alternative audiences and a clear outline of whether a proportion of the grant (£4,000) will be going to the community group(s) to support participation in the programme.

|  |  |
| --- | --- |
| Expenditure (add details and budget lines and adapt table to suit your project) | Total Cost |
| *E.g. Science Centre Staff costs* |  |
| *External Staff/Consultant costs (e.g. community partner staff costs)* |  |
| *Direct costs for consumables* |  |
| *Travel and Subsistence* |  |
| *Venue hire* |  |
|  |  |
| **TOTAL (including VAT)** |  |

*Please note you are free to change or delete the budget lines*

## Development Fee

Please read the note on the ASDC Development Fee on our [website](https://www.sciencecentres.org.uk/about/asdc-development-fee/). This grant is restricted, for the delivery of the project. As such, the ASDC development fee of £240 cannot be part of your grant for this programme and must come from another budget.

**Please confirm if your organisation commits to paying the development fee.**

|  |  |
| --- | --- |
| Grant 2 development fee of £240 | Yes/No |

## Confirmation of application

**Name of applicant ………………………….............................................**

**Signature of applicant ………………………….............................................**

Please use a digital signature (a pasted .jpg, .png, gif etc. is acceptable)

**Date ………………………….............................................**

**By signing this application, you are also agreeing to the following:**

* You are happy for ASDC to share this application with individuals involved in the selection panel for Explore Your Universe Valuing Inclusion 2024-2026
* If successful, you will be listed as a partnering organisation, with your organisations name and logo on ASDC website and ASDC social channels (we will ask again for permissions to list your community partner ahead of publication)

## Submitting your application

* Please re-save this application form in the following format:   
  **‘EYU Valuing Inclusion application \_name of your centre’.**
* **Please email your application by 17th January at 5pm** to [admin@sciencecentres.org.uk](mailto:admin@sciencecentres.org.uk)
* Please ensure you get an email response within 24 hours.
* Please title the email in the same format: **‘EYU Valuing Inclusion application\_name of your centre’**
* If would like to ask any questions please email and arrange a call with the Project Manager Cait Campbell: [cait.campbell@sciencecentres.org.uk](mailto:cait.campbell@sciencecentres.org.uk)