

Community Fund Application and guidance.

The aim of the ERA Community Fund is to provide monies to enable doctoral researchers to design, develop, and deliver energy and/or net-zero-centric events that will provide skills development, knowledge acquisition, and/or help grow or consolidate the ERA Skills Network. The total fund pot is £3,500. It is envisaged that the pot will fund one large community fund event per year (approx. £1000-£1500), and two to three smaller community fund events (approx. £250 to £750) per year. All applications that request more than £500 are expected to provide matched funding (this may be in the form of in-kind contributions).

To qualify for funding applicants must be a doctoral researcher at one of the Midlands Innovation group of universities (Aston University, Cranfield University, Keele University, Loughborough University, University of Birmingham, University of Leicester, University of Nottingham, University of Warwick) **and** have support from their supervisor.

The activity or event must have an energy or net-zero focus and be open to ERA Skills doctoral researchers from across the ERA partnership (i.e., it cannot be an event that is only open to doctoral researchers from your university). It is not envisaged that all funded events will attract students from all 8 partners but the opportunity to participate must be made available to them.

Question	Guidance
Applicant (your name):	<i>Please write your full name.</i>
Applicants Email Address:	<i>Please use your email address that ends in .ac.uk</i>
University based at:	<i>University where you are currently undertaking your PhD.</i> <i>PhD students based at the following institutions are eligible to apply for this funding:</i> <ul style="list-style-type: none">• <i>Aston University</i>• <i>University of Birmingham</i>• <i>Cranfield University</i>• <i>Keele University</i>• <i>University of Leicester</i>• <i>Loughborough University</i>• <i>University of Nottingham</i>• <i>University of Warwick</i>
Does your initiative link to the following? (Please select all that apply): <ul style="list-style-type: none">• Have an Energy or Net Zero Theme.	<i>Select all that apply. Only energy or net zero focused activities / events will be considered for funding.</i>

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<ul style="list-style-type: none"> • Facilitating PhD to Postdoc transition. • Engaging new PhD students with ERA Skills Activities. • Help foster a cohort feel for current ERA Skills members. • Generate funding to support skills development. • Help PhD students and/or post-doctoral researchers develop their transferable skills via an activity that is embedded within an energy related context. • Involve collaboration with industry. • Help promote equality and respecting diversity within the ERA and/or wider energy research community. 	
Outline of Activity / Event (150 words max):	<i>Describe your activity or event in less than 150 words. This blurb will become the basis of promoting your event. Include what, why and where: What is the event? Why should people attend? Where will the event take place (this may be virtually, in-person or hybrid)?</i>
Impact of Event (100 words max):	<i>This will be used to help us ascertain why we should fund this event/activity. What impact and outcomes do you expect your event to achieve?</i>
Success Criteria (100 words max):	<i>We will use this to judge if your event is successful so, please be realistic. What are your key performance indicators, i.e., how do you know you've been successful? Example statements could be:</i> <ul style="list-style-type: none"> • 20 students from at least two ERA partners attend the event. • At least 50% of people who complete feedback would recommend a similar event to a friend. • At least 50% of people who completed feedback rated it 4 stars or above (out of 5 stars).
Plans for monitoring and evaluating the activity (100 words max):	<i>Explain how you will know that you have met the success criteria you described above. What mechanism will you use to collect the required information and how will you evaluate it?</i>

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What help would you need from the ERA Skills Team (100 words max):	<i>The ERA Skills team is here to help you make your event a success. Let us know how you would like us to help.</i>																								
Maximum number of participants:	<i>The maximum number of delegates that can attend your event. When determining this remember to consider room size and budget for catering if it is an in-person event (remembering to subtract your speakers and/or facilitators from this number).</i>																								
Proposed Date:	<i>Please state the approximate date for this activity (to the nearest month), you may change this later. If there is a deadline that it needs to happen by include this information here. If you know the exact date and it is not flexible, please state this.</i>																								
Amount of money requested:	<i>Please write the amount to of money you require to the nearest £10. If you are applying for more than £500 you will be expected to provide some matched funding from your institution (this may be an in-kind contribution). Examples of in-kind contributions are free use of room and/or facilities, staff time, printing resources.</i>																								
Approximate amount of matched funding (only required if applying for grants greater than £500):	<p><i>If applying for less than £500 this is an optional field. Matched funding may be in the form of an in-kind contribution. You do not need to get costings for this application, we only need approximate figure; you can use the following to work out your in-kind contributions:</i></p> <table> <tr> <td><i>Senior Academic</i></td><td><i>£100</i></td></tr> <tr> <td><i>Academic</i></td><td><i>£75</i></td></tr> <tr> <td><i>Post-Doc</i></td><td><i>£35</i></td></tr> <tr> <td><i>Support Staff</i></td><td><i>£35</i></td></tr> <tr> <td><i>Admin in university</i></td><td><i>£20</i></td></tr> <tr> <td><i>CEO Industry</i></td><td><i>£150</i></td></tr> <tr> <td><i>Senior Industry</i></td><td><i>£100</i></td></tr> <tr> <td><i>Junior Industry</i></td><td><i>£50</i></td></tr> <tr> <td><i>Admin Industry</i></td><td><i>£20</i></td></tr> <tr> <td><i>Room hire</i></td><td><i>£500</i></td></tr> <tr> <td><i>Printing</i></td><td><i>£0.05 per A4 side</i></td></tr> <tr> <td><i>Colour printing</i></td><td><i>£0.10 per A4 side</i></td></tr> </table> <p><i>If your matched funding is actual monies, we may ask for a Letter of Support if your application is successful.</i></p>	<i>Senior Academic</i>	<i>£100</i>	<i>Academic</i>	<i>£75</i>	<i>Post-Doc</i>	<i>£35</i>	<i>Support Staff</i>	<i>£35</i>	<i>Admin in university</i>	<i>£20</i>	<i>CEO Industry</i>	<i>£150</i>	<i>Senior Industry</i>	<i>£100</i>	<i>Junior Industry</i>	<i>£50</i>	<i>Admin Industry</i>	<i>£20</i>	<i>Room hire</i>	<i>£500</i>	<i>Printing</i>	<i>£0.05 per A4 side</i>	<i>Colour printing</i>	<i>£0.10 per A4 side</i>
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Budget breakdown (100 words max):	<i>Please provide a brief breakdown of how you plan to spend the money provided by the ERA community fund.</i>
Do you have support of you supervisor? Yes/No	<i>It is essential that you have support from your supervisor to design and deliver this programme, however they do not necessarily need to take an active role in designing and delivering the event. Please talk to them before submitting a proposal.</i>
Supervisors Name:	<i>Full name of your PhD/EngD supervisor.</i>
Supervisors email address:	<i>Provide your supervisors university email address.</i>
Who is supporting you to design and deliver this event?	<i>Name all the people and/or organisations that are supporting you to design and deliver this event, we expect that each application will have at least one member of staff from their university supporting the event. This may include:</i> <i>Your PhD supervisor/s</i> <i>An academic at your institution</i> <i>A society or group you belong to</i> <i>A learned society</i> <i>A member of support services</i> <i>A researcher developer manager (or equivalent at you institution)</i> <i>A technician</i> <i>A post-doctoral researcher</i> <i>A fellow PhD student</i>
Name of lead university staff member supporting your event:	<i>Full name of the university staff member who is supporting your event. This person must be employed by the university you are registered to undertake your PhD. It is strongly suggested that you ask them to review your application form before submitting it.</i>
Email address of lead staff member supporting your event:	<i>Please provide the university email address of the main person who will be helping you deliver this event. This person should be a member of staff at your institution.</i>