



Tailored workshops for GW4 collaborations - developing your community Guidelines for Applicants

What are the 'Tailored workshops for GW4 collaborations'?

Tailored Workshops offer your GW4 research community access to an external facilitator. The session will be co-designed by the community leaders and the facilitator to develop workshop content that suits the needs of your community and will develop your collaborative practices and processes to enable more cohesive and cooperative working.

The programme aims to support the key ambition of the GW4 Alliance: to build collaborative research communities in the GW4 region that will deliver a step change in world-class research. 'Tailored workshops for GW4 collaborations' provides GW4 communities with an opportunity to help further develop and cement their collaborative community and take it to the next stage to allow you to find funding and other support from external sources.

How it works

Your bespoke session will be developed and delivered by a skilled facilitator with experience of working closely with researchers, in consultation with the relevant community leads, to produce a session to fit the specific needs of your community.

Previous communities have found the workshops useful to:

- ✓ provide support for developing high quality research grant bids
- ✓ create a more agile network of researchers to respond quickly to upcoming funding calls
- ✓ reinvigorate communities which have found the step from Initiator or Accelerator funding to larger grant applications challenging
- ✓ build a sense of community and collective ownership to form a more robust and dynamic community
- ✓ set up processes and practices around communication and information sharing, especially for new collaborative proposals
- ✓ widen the GW4 community e.g. engaging with non-HEI collaborators in a meaningful way

Participating communities have also found that having a facilitator enabled all members of the collaboration, including the lead PIs, to take part actively in discussions as they did not need to organise and run the sessions themselves.

What we provide as part of the programme

- Our expertise in selecting an external or internal facilitator who is right for your aims and community
- Funding for employing the external facilitator (if appropriate)
- Providing a facilitator who will co-design the session with you and deliver the session
- Funding for catering

- Support in organising the day (eg. help to find a suitable room, book catering, provide template invitations and joining instructions for your use, register attendees if applicable, provide materials for the day as appropriate)

What you need to do:

- Provide a rationale for why a Tailored Workshop in particular would be right for your community and your intended outputs
- Nominate an appropriate senior colleague who has agreed to 'sponsor' your application (see application form for details)
- Identify and invite participants
- Establish a suitable date for your community and the facilitator (with our help)
- Work with us and a facilitator to decide on the workshop content

Deadlines and dates

There is no deadline, applications are accepted and considered at any time during the academic year but it is worth remembering that there is a finite amount of funding for each academic year (Aug-July each year).

We aim to turn around applications within 4 weeks and would expect the event to take place at least 6 weeks after confirmation. Applications approved by 1 April should take place within the academic year; applications approved between April and July should take place by the end of the following academic year.

Application form

The application form enclosed with these guidelines is also available on the GW4 website (www.gw4.ac.uk).

Applications should be sent to the GW4 Developing People team by e-mail to people-gw4@bristol.ac.uk.

Eligibility

To be eligible to apply for an award your community/participants must be based predominantly in GW4 institutions (eg. at least 3/4 GW4 institutions represented except in special circumstances; GW4 Initiator or Accelerator Funding holders; initiatives/projects specific to the GW4 region). GW4 Communities that have previously received a Collaboration Lifecycle Programme (CLP) award are not eligible to apply. Previously unsuccessful applicants can apply again but should submit a new, preferably revised, application.

Selection Criteria

- ✓ Understanding of the aims of the 'Tailored workshops for GW4 collaborations' and fit with the needs of the applying research community
- ✓ Potential benefits and outcomes for the GW4 research community and contribution to GW4 mission and strategy
- ✓ Breadth and depth of impact e.g. evidence of added value or step change for instance by involving other disciplines, non-HEI partners etc.
- ✓ Evidence of participation of all relevant GW4 institutions at the workshop(s)

- ✓ Value for money e.g. benefit to a large group of researchers

What can I use funding for?

The funding can be used for:

- ✓ The facilitator
- ✓ Catering (tea/coffee/lunch as appropriate)
- ✓ Materials required on the day

The funding cannot be used for:

- X The venue. We only use University venues that are free of charge.
- X Travel expenses for participants from your community to attend. However, please contact us if you are planning to invite any members of the public or patient representatives.

Contact and queries

Please contact the GW4 Developing People team (people-gw4@bristol.ac.uk), if you have any queries.