**City Region Exchange**

**Pilot Engagement Projects**

Engagement and impact are increasingly important in University life. Staff and students alike see the benefit of this and work hard with local communities in areas of common interest. The University is working to develop a stronger relationship with our surrounding communities and City Region Exchange is one part of this approach. Over the past year we have supported 13 projects in their work with local communities, and showcased successful projects at a public event, hosted by Vicki Howells AM, at the Pierhead in Cardiff. For further details of these activities please see: <https://www.cardiff.ac.uk/city-region-exchange>

We are keen to continue to explore new approaches to working with local communities and to work with University students and staff who share a similar interest. City Region Exchange will support up to 15 Pilot Engagement Projects undertaken within the Cardiff Capital Region[[1]](#footnote-1). These Pilot Projects are intended to demonstrate how the University engages with its wider community to promote social, economic or environmental transformations. Each Pilot Project selected will be eligible for up to £5,000 to support the development of its activities.

Pilot Engagement Projects must be wholly based within the Cardiff Capital Region and should support a recognized social, economic or environmental challenge. Pilot Projects should be based on a collaborative approach involving one or more external partners, demonstrating a joint approach to the project with mutual learning outcomes. There is no requirement for project partners to provide funds, although doing so can increase the potential of a project.

If you think that you have a suitable idea then please contact us and we would be happy to discuss this with you. Our contact details are provided later.

**The challenge**

We invite applications for activities that seek to work with partners in any of the following broad fields.

1. Projects that strengthen health, well-being and/or social inclusion in our communities
2. Projects that work with communities and/or businesses to help them adapt to the challenges that they face
3. Projects that explore novel approaches to public service delivery
4. Projects that aim to strengthen the economies of Cardiff Capital Region
5. Projects that enhance the quality and understanding of our common heritage
6. Projects that work with organisations that are supporting those not in education, employment or training

***CRE Challenge Fund***

We wish to support particular projects that meet the expressed needs of our partners across the City Region. To this end we will earmark £15,000 to support a total of three projects that are developed on key topics, which will be identified by our partners. These topics will be identified in early November following discussions with partners. Further information will be provided on the CRE website.

**Pilot Project approaches**

Pilot Projects can take many forms. We welcome approaches that offer novel mechanisms for engaging with our surrounding communities through working directly with public authorities, community groups, businesses and other stakeholders. Examples of Pilot Projects could include:

* Working directly with communities through:
	+ Student projects
	+ Collaborative and collective research on a defined matter
	+ Training and capacity building
	+ Shared studies of good practice
	+ Volunteering
* Raising aspirations and awareness
	+ Science and educational fairs in the community
	+ Working with those not in education, employment or training
* Mutual learning events
	+ Events designed to introduce and share external knowledge
	+ Facilitating ‘sandbox’ events, where new ideas can be developed and tested
	+ Seminar programmes designed to develop skills and understanding
* Development and provision of shared facilities or resource
	+ Developing equipment or ‘kits’ that can be used and returned by community groups (which may include provision of specialist advice)
* Actions supporting alternative means of public service delivery

These are examples only, and many other approaches may be equally, or more, suited to delivering Pilot Engagement Projects. Projects that bring together novel combinations of skills and opportunities, such as considering the role of Next Generation Access Broadband, will be positively considered.

Pilot Projects can include staff or students (undergraduate or postgraduate) of Cardiff University or a combination of both. There is no restriction on the nature of the engagement pilot supported. For example, a Pilot Project might be embedded in a degree programme, through coursework or volunteering; it might be related to providing the benefit of staff or student expertise working with wider communities, or it might involve the development of shared resources that will facilitate the actions of others.

The extended development of exploratory approaches initiated under other University engagement schemes (e.g. Engagement Seedcorn Fund, ESRC Impact Acceleration Account) will be eligible for support. Applicants should demonstrate how they build on this experience.

**Timetable**

Pilot Projects can start at any point in the 2016/17 academic year and must be completed by 30th October 2017. Projects can be of any duration within this timeframe. Some may be short and intensive, others may be based on regular activities spaced over a longer timeframe.

**Publicity**

Before starting their activities Pilot Projects will be required to provide an initial half page summary of the project. On closure, Pilot Projects will also be required to provide a four-page summary of the activities and the outcomes of the project, including reflections on lessons learnt. This should include commentary from those involved in the project. Details of the Pilot Projects will be included in publicity material of City Region Exchange. The University has the right to use any material produced (including photographs, films, podcasts). Please ensure you follow University guidelines if involving members of the public.

**Finance**

Pilot Projects will be eligible for grants up to the value of £5,000. Funds can be used to reimburse all costs associated with a project including: equipment hire, associated staffing costs, travel and subsistence costs within the Cardiff Capital Region, venue hire, purchase of materials associated with project delivery. This list is indicative only. Pilot Project partners are not expected to provide match funding, but projects should identify the contribution that partners will bring to the project (which might simply be time inputs). Pilot Projects will receive a proportion of the grant in advance to assist their activities, with a smaller proportion held over until the successful completion of the project.

**Other Requirements**

Pilot Projects will be responsible for ensuring that all legal, ethical and regulatory requirements of their planned activities are met.

**Contact Us**

If you would like to discuss any aspect of this then please drop us a line. We can be contacted at any of the following:

City Region Exchange CityRegionExchange@cardiff.ac.uk

Dr. Adrian Healy, Project Manager Healya2@cardiff.ac.uk

Prof. Gillian Bristow, Academic Lead Bristowg1@cardiff.ac.uk

1. The Cardiff Capital Region consists of the local authority areas of: Blaenau Gwent, Bridgend, Caerphilly, City of Cardiff, Newport City, Monmouthshire, Merthyr Tydfil, Rhondda Cynon Taff, Torfaen, Vale of Glamorgan. [↑](#footnote-ref-1)