

This document is for information only and shows how the entry form is set out on Qualtrics.

Research Impact Awards 2024 Entry Form (Categories 8-9)

Welcome to the 2024 Research Impact Awards entry form. Before completing your application, please refer to the *Research Impact Awards 2024: Key Information and Guidance* PDF on the [RQI Awards webpage](#). Applications will close on Monday 29 April 2024 at 5pm. If you have any questions please contact the RQI team: rqi@sussex.ac.uk

A note for applicants: You can't save on Qualtrics, so please feel free to draft your application in Word before completing the form.

If you are entering into more than one category, you will need to complete an additional entry form. Please ensure you follow the correct link on our Awards webpage.

**indicates a mandatory field*

***Category selection**

[Drop down box with category titles for categories 8-9]

Entrant information (Your details if applying yourself, your nominee's details if applying on their behalf)

***Title:** [Text field]

***Name (as you would like it on a winner's certificate):** [Text field]

***Job title:** [Text field]

***School or Division:** [Text field]

***Work email:** [Text field]

(Optional to complete):

Name of nominator: [Text field]

Email of nominator: [Text field]

Please indicate if you have informed the person you are nominating, so the RQI team are aware.
[Tick box]

***Entry title:**

This should be approx. 10-15 words, summarising your main impact support achievement(s) so far.
[Text box]

***Short description:** (This should be approx. 50-100 words, explaining your commitment and excellence in supporting impact for a lay audience. In the event of being shortlisted, this description will be used in communications and publications surrounding the impact awards and ceremony.)
[Text box]

Questions:

*All applications will be judged based on the entrant's achievements in supporting the Sussex community to achieve and report on impact.

Please describe your relevant activities and achievements in supporting impact (including illustrative examples) from the last three years. These might include: mentoring, guidance, training, or other initiatives, including through facilitating engagement and knowledge exchange activities. (300 words)
[Text box]

*Describe how this impact award may help to contribute to your long-term development in supporting and/or co-creating impact. (200 words)
[Text box]

***Agreements:**

I understand that if I am shortlisted, I am expected to attend/have informed my nominee that they are expected to attend the Awards ceremony (18 June 2024). *The RQI team will follow up on attendance and related questions at the shortlisting stage.*
[Tick box]

I consent to the use of the information I have provided in this form: on the University of Sussex webpages, including the dedicated pages for the Sussex Impact Days event; and in analysis by the RQI and associated teams (relating to impact activity and capacity). *The RQI team will seek prior approval from you before publishing any material related to your application to make sure that no confidential material is published.*
[Tick box]

FINAL PAGE:

Submit your entry:

You have now reached the end of your entry form. By pressing the 'Next page' button, your entry will be submitted and changes cannot be made.

END:

Thank you for entering the Research Impact Awards 2024!

Your application has been received and is now being processed.