

Guidelines for entries to the NCRM 20th Anniversary Impact Prize



To celebrate our 20th anniversary in 2024, the National Centre for Research Methods (NCRM) is inviting researchers to apply for the NCRM 20th Anniversary Impact Prize. The competition is open to anyone who has participated in NCRM training, used our resources, taken part in one of our initiatives, events, or networks, or been in receipt of NCRM funding, since we were founded in 2004.

The aim of the competition is to recognise, celebrate and showcase the short- and longer-term impacts of researchers who have been involved with NCRM *at any point in the past 20 years*. We are offering a first prize of up to £2,000, with a further £2,500 to be shared between (up to five) finalists.

The winner and finalists will be announced on our website and social media channels, and the overall winner will be invited to a formal prize giving event at MethodsCon in Manchester on 13 September 2024 (we will pay for travel and one night's accommodation, and attendance at MethodsCon for the day). We will also run a feature on the winner and the finalists in our monthly newsletter and on our website.

To enter, we would like you to tell us about the impact of your involvement with NCRM. By impact, we mean the marked or strong, positive effect that NCRM's research methods training, activities, resources or support have had on your knowledge and skills, your research methods and research, and on beneficiaries of your work.

You can view examples of previous successful applications from 2023 [here](#). (However, please note that the layout of the application form has changed since 2023.) Further information about NCRM's impact, including our impact strategic framework, can be found [here](#).

For those new to thinking about impact: we recognise that it may feel quite difficult to demonstrate and evidence the impact generated through your involvement with NCRM. If you

would like to learn more about impact, prior to submitting your application, we will be running two interactive workshops (on 17 April 2024), with Professor Mark Reed, a leading expert on impact. One workshop is aimed at early career researchers, and the other at more established researchers. If you would like to attend, please [register](#). (If you cannot attend either of these, then Professor Reed's presentation '[How to evidence the impact of your research](#)' may help with thinking about evidencing research impact – but please do not forget that you need to tie this into your involvement with NCRM).

Who can apply

Applicants must demonstrate a relationship between their experience with NCRM and the impacts that have been generated (see below for the type of impacts that we are looking for).

We encourage applications from people working in **all sectors**, including the academic, public, healthcare, government, voluntary/community and private sectors, **and people no longer in employment**. You can apply as an individual or as a group/team. Applicants can be based in the UK or overseas and can be at any stage of their career or education.

If you submitted an application for the NCRM Impact Prize in 2023, **you may only re-submit your application** if your impact achievements have substantially changed since the previous application (or you have realised that you did not fully describe the impacts you achieved). A new form with updated information must be submitted.

Winners and finalists from the 2023 competition may submit new applications, provided these are substantially different from the previous successful application. New applications should describe entirely new impacts or focus on a different NCRM activity from that highlighted previously.

How to apply

To apply, applicants should complete and submit an application form, which can be [downloaded from the NCRM website](#). The deadline for applicants is: Sunday, 2 June (24:00 BST). Submissions will be reviewed after this date by a panel assembled by NCRM. **Guidelines on how to complete the form are available at the end of this document**. The winner and runners

up will be informed at the end of July 2024, and a public announcement will be made on the NCRM website, and social media channels shortly after.

Please submit your application form to: impact@ncrm.ac.uk. If you have any queries, please email this address.

Rules

Applicants must give permission for NCRM to use the text from their application on our website or in other subsequent NCRM publications or publicity materials.

Key dates

Applications open: Monday, 11 March 2024

Impact workshops: Wednesday, 17 April 2024

Applications close: Sunday, 2 June 2024 (24:00 BST)

Finalists informed: No later than the end of July 2024

Formal prize-giving for winner: 13 September 2024, MethodsCon Manchester

Application form guidelines

Section A: Permissions

By submitting the application, you agree that:

- NCRM can create publicity and content based on your application form.
- Photos, videos and quotes taken from the application process and award ceremony can be used in NCRM literature or promotional materials.
- You will not release any information about their submitted application prior to the public announcement of the winner.

Please check the box to state that you agree with these conditions.

Section B: Type of application

1. Please tell us about who is applying for the NCRM 20th Anniversary impact prize (required):

Please select whether this is an individual or group application.

2. Individual applicant details

Please provide details if you are an individual applicant.

Required are:

- First name.
- Last name.
- Email address.
- Institution or organisation where you are currently employed, or studying, if applicable. (We realise that some applicants may not be in employment – if this applies to you, please write ‘not applicable’).
- Current career stage (for example, indicate if you are a doctoral student, or in the early-career stage, mid-career stage, or senior-career stage, or unemployed or retired).

We realise that there are different definitions applied to these terms, **please use the terms as you understand them**, and select the term that best describes your situation.

Other details are optional.

3. Group application details

Please provide details of one ‘lead applicant’ who will be the primary contact.

Required are:

- First name
- Last name
- Email address
- Place of work or employment (if not in employment please write ‘not applicable’)

- Current career stage (for example, indicate if you are a doctoral student, or in the early-career stage, mid-career stage, or senior-career stage, or unemployed or retired).

We realise that there are different definitions applied to these terms, **please use the terms as you understand them**, and select the term that best describes your situation.

Other details are optional.

Please provide details of all co-applicants

Required are:

- Title
- Last name
- Email address
- Place of work or employment (if not in employment please write 'not applicable')
- Current career stage (for example, indicate if you are a doctoral student, or in the early-career stage, mid-career stage, or senior-career stage; not in employment; retired).

Please specify the group's name in the box provided

Section C: Types of impact

4. How and when impact was achieved (required):

Over the past 20 years, NCRM has provided a range of different activities to its beneficiaries.

Please select the box that best describes the NCRM activity that contributed to your achieving impact.

NCRM has delivered a large range of activities and events over the past 20 years, so our list may not include the activity/event you were involved in. If the options offered do not describe the activity you attended/were involved in, please select other.

Please provide a description of the NCRM activity that took place, specifying: (this is required whether you select other, or not).

- the name of the activity (for example, Creative Methods course)
- date of your participation (for example, 23-25 November 2017)
- the names of the person/s organising the activity or event

Please tell us if you cannot remember some of these details before you submit your application, and we will try help identify the activity or event.

In which phases of NCRM was this **activity undertaken**? – please select all the phases that apply.

Options are: Phase I 2004-2008; Phase II 2008-2014; Phase III 2014-2019; Phase IV 2020-2024.

Please select all the phases that apply. (For example, you may have attended training in modelling in 2004, then again in 2012, to further build on your skills)

Please indicate the year when you first began this NCRM activity.

In which phases of NCRM was this **impact achieved**?

Options are: Phase I 2004-2008; Phase II 2008-2014; Phase III 2014-2019; Phase IV 2020-2024; Anticipate further impact will be achieved after 2024.

Please select all the phases that apply. We know that impact can take some time to generate, so you may have begun achieving impact a few years after your involvement with NCRM.

Please let us know if the impact you are achieving is still ongoing

Please indicate the year when you first began to generate impact, as a result of your involvement in this NCRM activity.

5. Type of impact achieved as a result of participation in NCRM activities (required):

Please select any of the types of impact listed in Group A and Group B, that apply to the impacts that you are evidencing.

Please note: you must select at least one type of impact from Group B, which lists non-academic impacts.

If you have a non-academic impact that is not listed, please select other, and briefly describe this in the text box provided.

Group A

Academic impact – for example, a contribution to advances across and/or within academic disciplines, and might include advances in understanding, method, theory and application of methods and theory.

Career and personal development – for example, a change in methodological direction, career direction, and advancement in a research area through the application of learning and skills arising from involvement with NCRM.

Group B (you **must** select at least one type of impact from Group B)

Cultural – for example, a contribution to understanding of ideas and reality, values, beliefs).

Economic - for example, a contribution to micro or macro level economic understandings, growth, productivity.

Educational - for example, a contribution to education; teaching/supervision; mentoring, training and capacity building; pedagogy, including through the development of educational tools and resources.

Environmental – for example, a contribution to managing and/or protecting the environment.

Health - for example, a contribution to public health, quality of life, addressing of health inequalities.

Policy - for example, using methods and evidence to influence policy makers and contribute to the making or changing of public policies, or using evidence to provide understandings of political environments.

Social - for example, a contribution to community welfare and quality of life, and/or positively changing behaviours or practices of individuals, groups or communities.

Technological - for example, a contribution to innovative new technologies and methods, the creation or improvement of products, processes or services.

Other – please select this box, and provide a description in the text box below, if you have generated any impacts that are not captured in the options listed above.

Section D: Application

6. Application Title (required):

Using plain English, please provide a short title for your application which best reflects or describes the impact achieved, as a result of your involvement with NCRM (please use a maximum of 200 characters with spaces).

An example might be: *How attending a course on modelling led to research that influenced local authority policy on housing provision for survivors of domestic abuse.*

7. Impact summary (required):

Please provide a brief summary (up to 150 words) of the impact that was generated, as a result of your involvement in NCRM. Please make your summary accessible and concise, avoiding jargon, acronyms and technical language. This is important, as our review panel members come from different disciplines and backgrounds, and some may not be familiar with your method or disciplinary background.

8. Description of the impact achieved (required):

This is the main section of the form and provides the key information that will be used to assess your application.

Please write something that tells a story of how your involvement with NCRM made a difference (why, what, when, where, who, how). Use a maximum of 1500 words.

Please include information about:

- **WHAT** the impact was (refer back to the categories above on impact type)
- **HOW** the impact was achieved, as a result of your involvement with NCRM (What actions did you take? How did you apply methodological learning from NCRM to your research or day-to-day work? What challenges did you experience? How did you overcome these?)
- **WHO** has benefited? How many, and how much, did they benefit? (We are interested in non-academic beneficiaries)
- How **WIDESPREAD** are these impacts – what **reach** did they have?
- How **IMPORTANT** and **significant** are these impacts? (Please think about the importance to your non-academic beneficiaries, and how this made a difference to them)
- How **LONG** did it take for these impacts to take place? (for example, if you were involved with NCRM in 2005, are you still evidencing impacts now? If you started generating impacts from your involvement with the most recent phase of NCRM between 2020 and 2024, this will not prejudice your application – we know that impacts can take a long time to generate).

You may have just one impact that you wish to describe; or you may have a mix of impacts.

Please show how the NCRM activity that you were involved in has resulted in, for example:

- a change of knowledge, or behaviour
- a societal, economic, cultural, educational, health, technological, environmental, or policy difference
- a difference to the research methods landscape
- a difference to how you have approached your research, and how this has impacted your study or career.

Please remember to **ensure you include impacts from Group B**, and that **you can demonstrate non-academic beneficiaries** (we are looking for impacts beyond the academe).

If you are unsure how to write this, we make some suggestions below (don't feel you need to follow these to the letter). Please remember that you can also [register](#) for one of two NCRM training workshops on impact being delivered by Professor Mark Reed On 17th April 2022.

- A good way to start is to provide a summary of your impacts/outcomes.

- Next, provide some context and background: what research methods training was involved? What problems were you trying to address using these methods?
- Next, discuss how you used these methods: how did these methods address the problems you were trying to address?
- Describe your impacts in more detail: What happened when you applied these research methods? Who did this make a difference to? And how did it make a difference to them? Please consider *reach* and *significance* (i) who was affected – individual people, communities, organisations? (ii) how many were affected? (iii) how important was it to address these problems? Provide evidence of this reach and significance.
- Describe the actions that you took, as an individual or team, to enable your impacts to happen. Describe the challenges you faced and how you overcame these.
- Don't forget that impact can be sustainable and long-lasting. Can you see any evidence that your impact has had a legacy, or will have a legacy in the future? What are the possible or likely future developments of your impact?
- Lastly, please remember that your narrative needs to be accessible to an audience who may not be an expert in your field. Avoid using any technical language or acronyms. Try to explain any difficult concepts as simply as possible.

Section E: Supporting evidence

9. Sources

This represents an opportunity to provide us with any sources that can corroborate your impact. These might be links to news articles, videos, policy documents, websites or publications.

This section should be a maximum of 150 words. If you have testimonial letters from your beneficiaries, that explain the difference that your work has made to them, please provide these as an appendix. Please do not include generic letters of endorsement.

10. Images

If you have any images that illustrate and support the difference that your work has made to beneficiaries, please include these in this section.

Please ensure that you have the relevant permissions to use these images, and that there are no copyright issues relating to these images.

Please include no more than three high quality images that you are happy for NCRM to reuse.