****DISTINGUISHED RESEARCH**

**IMPACT AWARD 2016**

**GUIDANCE NOTES**

**1. Introduction**

As part of its Strategy for Research and Impact and creating a culture which values and celebrates impact, Ulster University wishes to recognise researchers from across the University for the impact of their work on society.

The *Research Impact Award* is intended to recognise and reward those staff/teams whose research, by virtue of its exceptional quality, has had a demonstrable effect on, change or benefit to the economy, society, culture, public policy or services, health, the environment or quality of life, beyond academia.

The Award consists of a grant of £2,500 to support the research and related work of the winner(s). The Award will be made at the Winter Graduation Ceremony and the winner(s) will also be honoured publicly at a black-tie Awards Event involving external stakeholders and users of our research and which will showcase the wide and diverse impact arising from our research. Two runners-up will also be selected by the panel and their work will also be showcased at the Awards Event.

**2. Criteria**

For the 2016 competition researchers are encouraged to apply as individuals or teams. The Award will be made to the individual/team showing outstanding innovation in creating impact from their research.

Applications should demonstrate:

* that the research undertaken made a distinct contribution to the impact
* the nature of the impact and how it contributed to the public good through economic, social, cultural, public policy or services, health, environmental impact
* a significant, measureable effect on a target audience/partner.

Applications will also be judged on:

* the depth and breadth of the impact
* the involvement of partner individuals or organisations
* sustainability/embedding in practice.

**3. Nomination Process**

1. Nomination forms can be downloaded from the following URL:

<https://www.ulster.ac.uk/research-and-innovation/distinguished-research-impact-award>

1. Each Faculty is limited to two nominations and nominations should be submitted, initially to your Dean, who will be asked to consult with RI Directors to select the best two to go forward and rank these accordingly.
2. Final ranked nominations must be submitted by Deans to the Pro-Vice-Chancellor (Research & Impact) by no later than 31st October 2016.

**4. Awards Committee**

The Awards Committee will be chaired by the Pro-Vice-Chancellor (Research & Impact) and will comprise representation from each Faculty.

**5. The Decision-Making Process**

1. Members of the Awards Committee will receive all documentation from nominees that has been properly received by the closing date. No late applications will be considered.
2. A scoring matrix will be used by which all Awards Committee members will score each of the criteria out of a total of 5 marks. The total score will be additive with equal weighting for each criterion. A score of zero in any category for any nomination will eliminate it from that year’s competition.
3. The decision of the Awards Committee will be final.

**6. Notification**

All nominees will be informed of the outcome by Friday, 11th November 2016.