

**Frequently Asked Questions**

**What is knowledge exchange?**

Knowledge Exchange is the two-way exchange between researchers and research users to share ideas, research evidence, experiences and skills. These activities make it more likely that research and expertise will make a difference to the ways in which questions, events or problems are addressed around the world.

Knowledge exchange can take many forms. You might engage in knowledge exchange by: working with organisations in a particular sector; engaging industry and/or government stakeholders with your research outputs through talks, reports and workshops; or delivering studentships, KTPs and consultancy projects to embed knowledge within an organisation. Working with communities and publics also lies at the core of excellence in Knowledge Exchange. Each year, the University works with partners on more than 2,000 projects across key sectors.

**How do I nominate my project for the KE Awards?**

You can nominate your project for the Knowledge Exchange Awards using the [webform here](https://forms.office.com/Pages/ResponsePage.aspx?id=d10qkZj77k6vMhM02PBKUws76DG0trpCtHeLi9Hz6G9UQkxUTUNaOVRPWFU0WUM3NEVFQU9HNDVVWS4u). All applications must be submitted by 8am on Monday 4July 2022.

**Who can apply to the KE Awards?**

Nominations are open to everyone, including students, academics, University of Exeter staff and external partners.

**Can I collaborate with others on my nomination?**

We encourage collaborative nominations. Academics are welcome to work on their submission with colleagues and partner organisations.

To make collaborating easier, you can download an [offline form here](https://www.exeter.ac.uk/media/universityofexeter/research/workingwithbusiness/NEW_VERSION_2_Nominations_Form_-_Knowledge_Exchange_Awards_2022_%28Offline%29.docx). However, we request all nominations are submitted [online](https://forms.office.com/Pages/ResponsePage.aspx?id=d10qkZj77k6vMhM02PBKUws76DG0trpCtHeLi9Hz6G9UQkxUTUNaOVRPWFU0WUM3NEVFQU9HNDVVWS4u).

**Is my project eligible?**

We invite nominations from all research colleagues across the University, provided their project involves collaboration with an external partner.

If you are a University of Exeter spin-out or student start-up, we recommend thinking of your venture as the impact/partner outcome.

We are particularly looking for projects which demonstrate the impactful collaborations that exist between university researchers and external partners. This year we are encouraging entries which focus on novel and innovative research, and which have exciting potential for the future, as well as established projects.

**My project is in the early stages, can I still apply?**

Whilst the scope and impact of projects can have a future focus, we do expect applications to have had some impact at the point of application and to be able to explain the impact that they can deliver in the future. We are looking for projects that can demonstrate collaborative working with external partners and those that are innovative, have a strong reach and can deliver wider impacts than expected. Those projects that have a commercial element will also be of significant interest to the Panel.

**Over what period can the project have taken place?**The Awards were last held in 2013 so there is scope to describe projects and impacts that have been running since this time. However, the panel will take more notice of projects that have been delivered within the last 2 years.

**Can I nominate on behalf of a colleague?**

Yes, however you will need to answer the questions fully in order for the application to be assessed properly and you must seek the permission of any parties involved before submitting the application.

**How many projects can I nominate?**

Academic colleagues may submit multiple projects for consideration at the KE Awards, as long as they are all different. We request each project is only nominated once.

**Can I nominate a community based project?**

Community based projects can be eligible, but the University would need to have a central role in the project that demonstrates that both research and knowledge exchange is taking place.

**Which category can I enter?**

Projects can be nominated for any relevant category, regardless of the College/Faculty in which they sit.

**How do I know which category to make a nomination in?**

Please nominate your project in the category which is most relevant to the theme of the project.

There may be the occasional project that can fit into more than one category. We encourage applicants to consider which category might be the best fit for their project and to focus on one entry. The sifting panel may take a view later and re-cite the application to another category based on balancing criteria, however it would be useful for an applicant to be as clear as they can be initially.

**How will nominations be judged?**

All awards will be adjudicated by a core interdisciplinary panel of senior University staff made up from representatives across the faculties. This core panel will be assisted by a team of external reviewers with expertise in each category, drawn from university contacts and stakeholders.

**What will happen if my project is shortlisted?**
All entrants will be contacted by the KE Awards team in the w/c 18th July.

All shortlisted nominees will be invited to attend the event on Thursday 20th October and asked to take part in one day's filming in the w/c 12th September for a short video about their project.

**I’m not available on the requested dates, can I still apply?**

If your project is shortlisted and you cannot physically attend, we might look to invite a project partner or work colleague to attend on your behalf. In exceptional circumstances, and where feasible, we might also look to enable people to participate in the awards ceremony remotely but there is no guarantee that this is possible.