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| 1 | **Researcher(s) Name:** |
| 2 | **Name of School (and Institute where applicable):** |
| 3 | **Types of Impact:**  Most research projects will have impacts in multiple areas. Please tick all that apply to your research.  Academic  Cultural  Economic  Educational  Environmental  Health  Political  Social  Technological |
| 4 | **Title of Case Study: (maximum 100 characters)**  A **short**, easy-to-understand title in plain English that describes the **impact** of the research (not the research itself). |
| 5 | **Summary of the Impact: (maximum 120 words)**  A concise overview, avoiding jargon and technical language, clearly articulating the main impacts (and their reach and significance). |
| 6 | **Images: (1–3 high-quality images)**  Provide 1–3 images to show how the research is making a difference to society. Images are desirable but are not essential; they will not affect your overall score but may help the case study appeal to wider audiences. Please ensure relevant permissions have been sought, copyright is not infringed, and any necessary release forms have been signed. |
| 7 | **Research Team and Collaborators: (maximum 150 words)**  Give the name and job title of all members of the research team and any other collaborators involved in the research or associated impact activities. Briefly describe their contributions. |
| 8 | **Research Description: (maximum 250 words)**  Describe the research undertaken, including the timeframe. Outline the key research insights or findings that underpinned the impact (to be described in section below). It is a good idea to start with the results and then say how you got there. |
| 9 | **Description of the Impact: (maximum 500 words)**  Provide a narrative, with supporting evidence, to explain the nature and extent of the impact (including how the research made a distinct contribution).  Be as clear as possible about exactly **WHAT** the impact was, adding precise quantification wherever possible. Numeric data and indicators need to be meaningful and contextualised to clearly support the case being made (not used as a substitute for a clear narrative). Avoid generalised or exaggerated statements about impact.  Clearly identify specifically **WHO** has benefited from the work or which groups/organisations have changed something as a result of it (bear in mind that this may include ‘intermediary’ organisations as well as your intended ‘end users’ or audiences). Describe how you have engaged with these users and beneficiaries. It can be useful to indicate the numbers of people impacted and **WHEN** these impacts occurred. Also relevant is **WHERE** the impact occurred, particularly whether it is local, national or international in scale. |
| 10 | **Evidence of Impact: (maximum 150 words)**  Include sources to corroborate the **impact**, e.g. policy documents, news articles, videos, testimonials. Case studies can be greatly improved with quotes that illustrate the impact, especially if they are from people with high profile and relevant job titles. |
| 11 | **Research References:**  Include (no more than 10) references to support the **research** e.g. publications, web links, awards, reviews, peer review or other quality assurance processes**.** If referencing publications, please include a link and the Digital Object Identifier (DOI). |
| 12 | **Funding:**  Give details of how the research (and associated impact activities) were funded. Please state the year the project(s) commenced. |