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Key information and guidance

Award submission stage

Reminders before making your submission

Eligibility

- Research Impact Awards are open for entries from any member of staff at the University of Sussex who is employed to undertake or support research activity (except members of Research and Enterprise Services who are involved in organising the awards).
- The lead entrant must be a current University of Sussex staff member, and still expected to be in post by 31 December 2024.
- If you have previously won a Research Impact Award, any application to the 2024 Research Impact Awards must include substantially new information compared to your previous winning entry.
- If you are a reviewer for the 2024 Research Impact Awards, you cannot submit an application for the category that you have been assigned to review.

Categories and prizes

1. **Early Career Researcher** **£1500**
 - This award rewards activity by an early career researcher that is generating early or advanced impact in any field.
2. **Commercial Engagement** **£1000**
 - This award rewards engagement with a commercial partner that is generating early or advanced impact in any field.
- 3.

2.3.2 Early Career Researcher

- For the purposes of these awards, we are operating a flexible definition of 'Early Career Researcher' that encompasses a wide range of individuals. You would be considered an ECR for these awards if one or more of the following applies to you:
 - o You started your career as an employed researcher and/or received your PhD within the last 5 years;
 - o You joined the University in a (salaried) role that involves conducting research in the last 5 years, and/or this is your first academic appointment;
 - o You have recently switched into a (salaried) role that involves conducting research (even if you previously held a teaching-focused role, and whether or not you obtained a doctorate prior to becoming a member of staff);
 - o You are a member of contract research staff, including if you are employed on a research award;
 - o Examples of your job title might include (but are not limited to): Research Fellow, Senior Research Fellow, Postdoctoral Researcher, Research Assistant, Research Associate, Clinical Research Fellow.

Award shortlisting stage

- Entries will be sent for review to a pool of reviewers that features academic and professional services colleagues from across the university who will score entries based on the criteria specified above.
- If needed, an initial suitability and eligibility checks will be conducted by the RQI team before distributing to reviewers.
- Following this initial review, the top scoring entries from the following clusters in each category will be shortlisted for the final award:
 - o Medicine
 - o Sciences
 - o Social Sciences
 - o Arts and Humanities
- Entrants who are shortlisted will be contacted by the RQI team shortly after Wednesday 15 May 2024 to notify them, and the shortlist will be published on the Research Impact Awards webpage and circulated via email. If you have not heard from us after the shortlist has been announced, this means that your application has not proceeded to the next stage.
- If you are shortlisted, RQI will ask about your attendance at the awards ceremony and any dietary and accessibility requirements. You may also be asked by the RQI team to be involved in a pre-awards showcase of your impact achievements during the 2024 Sussex Impact Days (18-19 June 2024).
- There will be a final review meeting to determine the winner in each category from the shortlisted entries, due to be chaired by DPVC Research Seb Oliver.
- Winners will be announced at the Research Culture and Research Impact Awards ceremony on 18 June 2024.

