



Royal Academy
of Engineering

Awardee Excellence
Community

Awardee Excellence Community International Events

Applicant guidance notes

Deadline: 1 November 2023

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Introduction

About the Awardee Excellence Community

The Royal Academy of Engineering Awardee Excellence Community exists to connect and harness the talent, passion and expertise of current and past awardees for public benefit. This global community brings together awardees from all career stages and disciplines to share their expertise, to collaborate and to contribute new perspectives to the Academy's work.

The complex challenges the world faces cannot be solved without engineers or a diverse community of experts collaborating across and beyond engineering disciplines. We want to build a powerful, vibrant, connected, and diverse global community of engineering leaders, who support and inspire each other, and who work with the Academy to change the world for the better.

About the Academy

The Royal Academy of Engineering is harnessing the power of engineering to build a sustainable society and an inclusive economy that works for everyone.

In collaboration with our Fellows and partners, we're growing talent and developing skills for the future, driving innovation and building global partnerships, and influencing policy and engaging the public. Together we're working to solve the greatest challenges of our age.

Awardee Excellence Community inaugural event

On 25 May 2023, we held a series of events to bring together members of the Community in the UK to network, collaborate and contribute to the work of the Academy for the first time. We wanted to build deeper, more productive relationships between awardees, delivering personal and professional benefit while also supporting the Academy's work.

Delegates shared their engineering expertise to discuss and problem-solve current and future global challenges. The chosen themes were relevant to the Academy's work and our overarching goal to harnesses the power of engineering to build a sustainable society and an inclusive economy that works for everyone.

Event themes were:

- How can we embed the principles of a circular economy into our practice?
- What does the electricity grid of 2050 need to look like?
- How can the Academy support engineers in overcoming barriers to entrepreneurship?
- What role should the Academy play in supporting engineers in preparing our lines of defence for the next pandemic?
- How can we engineer clean, sustainable water systems in an age of climate disruption?

Awardee Excellence Community international events

Scheme overview

We are asking awardees from our global programmes to host events that connect Royal Academy of Engineering awardees and engineers in their local community. The events will allow participants to collaborate and use their engineering knowledge. This might be an opportunity to further develop the work that you have already started as part of your existing or previous award or an opportunity to bring together engineers and awardees to discuss a new idea, issue or project.

We will provide up to £5,000 of funding for approximately 16 events, which will be awarded based on planned engagement with local and regional stakeholders. This is in line with the Awardee Excellence Community's vision to create a powerful, vibrant, connected, and diverse community of engineering leaders, who support and inspire each other, and who work with the Academy to change the world for the better. Events should also address the Academy's strategic goal to harness the power of engineering to build a sustainable society and an inclusive economy that works for everyone.

The structure and design of the events will be flexible, so that applicants can design and curate an event around their capacity that will bring together and engage members of the Awardee Excellence Community and the local and regional engineering community.

Event attendees could include:

- young engineers
- entrepreneurs
- innovators
- industry
- academics
- professional engineering bodies
- civil society
- government
- NGOs
- policymakers.

They should create or strengthen a regional network of awardees and stakeholders to address the complex challenges the world faces.

Successful applicants will be required to create a profile including a short biography and photo in the Awardee Excellence Community directory on the Royal Academy of Engineering's website. More guidance will be provided on receipt of the award.

Event support from the Academy

- **Recordings of UK keynote sessions and talks:** videos can be found on our website
- **International Fellows:** if you identify specific Academy Fellows in your region, the Academy will support you in inviting and engaging with them to participate in your event.
- **Branding/marketing:** your event materials should use the Awardee Excellence branding. Engineering X awardees will also need to use the Engineering X branding. The Academy will provide a communications toolkit to ensure your event stands out.
- **Amplifying reach:** where appropriate, the Academy may be able to support your event through engagement with the Awardee Excellence Community and other local partners.
- **Other:** if there is anything else you require regarding support feel free to contact a member of the team at awardees@raeng.org.uk

Example event structure and themes

The Academy encourages applicants to design an event that they feel will best represent their community. It should reflect the overarching theme of harnessing the power of engineering to build a sustainable society and an inclusive economy that works for everyone. Events should encourage networking and collaboration.

Below are a few suggestions of possible formats:

- Panel discussions: hosting a series of debates, discussions and panel discussions centred around key themes.
- Conference style: including speakers, presentations and breakout sessions.
- Workshops: hosting a series of workshops and discussions around key themes, issues or problems.

Applicants are encouraged to choose a theme for their event that is relevant to their local community. The following themes are suggestions only.

- How can we embed the principles of a circular economy into our practice?
- What does the electricity grid of 2050 need to look like?
- How can the Academy support engineers in overcoming barriers to entrepreneurship?
- What role should the Academy play in supporting engineers in preparing our lines of defence for the next pandemic?
- How can we engineer clean, sustainable water systems in an age of climate disruption?
- What are systems approaches and how are they useful to understand, define and create solutions to tackle wicked problems?
- How is collective impact relevant to addressing global challenges?

Eligibility

This is an invitation only call for applications. Awardees from the following schemes are invited to apply:

- Africa Prize*
- Africa Catalyst*
- Frontiers Champions*
- Higher Education Partnerships in sub-Saharan Africa (HEP SSA)*
- Leaders in Innovation Fellowships (LIF) Advisory Council
- Leaders in Innovation Fellowships (LIF) Champions*

Engineering X

- Safer Complex Systems
- Safer End of Engineered Life (SEEL) Offshore Structures and Ships
- Safer End of Engineered Life (SEEL) Champions
- Safety Champions in Engineering Education
- Transforming Systems through Partnership*

*Please see annex A for list of eligible countries for these schemes.

In addition:

- Applicants can only submit one application.
- The applicant must showcase sufficient capacity and experience to organise and run an event.
- The applicant must outline how the event will benefit the local engineering community, and any plans to build on the event with future activities or events.
- For awardees of Engineering X Safer Complex Systems and Transforming Systems through Partnership, your event must include elements of systems approaches and champion how they have the power to enable change.

Key dates

Application deadline	1 November 2023
Assessment	November 2023
Applicants notified	Late November 2023
Events complete	30 April 2024
Reporting complete	31 May 2024

Completing your application

This section aims to provide support and guidance on the satellite event application form, how to complete the form and expectations from the event.

How to apply

To apply, register and complete the application form using the Royal Academy of Engineering online grant management system: <https://grants.raeng.org.uk>

Support

For further enquiries see our [FAQs](#). Should you require further support please contact our Awardee Excellence Community team at awardees@raeng.org.uk

Application form

1. Applicant details

- **Name of previous award or grant and your reference number**
- **What country will your event be held in?**
- **Lead applicant contact details**
These are the details we will use to contact the lead applicant. Please include your name, job title, organisation or institution and email.
- **Contact details of co-applicants [optional]**
Please enter the name, position, organisation and email address for every applicant involved in this proposal.

2. Event details

- **Event title**
Please provide a title for the event. You have up to 30 words to answer the question.
- **When will your event take place? [month and year]**
Events must take place no later than 30 April 2024 and project reporting must be complete by 31 May 2024.
- **Provide a summary of the proposed event**
This is a short outline summary of your proposed event. The event summary should provide a brief overview of your aims, the activities and structure of the programme, and the benefits of the event to your local and regional community. You will have further opportunity in the following section to go into more detail about the proposed event. You will have up to 250 words to answer this question.
- **Total event cost**
- **Total funding requested**
This should state the exact amount of funding contribution sought from the Royal Academy of Engineering. (Please note: the maximum available funding is £5,000.) A breakdown of the funding requested must be provided in Question 3.

3. Event planning, resourcing, audience and impact

- **Event plan**
Please provide a detailed plan outlining the proposed event. Please include a detailed list of activities, potential venues, and potential speakers within the plan. You will have 400 words to answer this question.
- **Audience engagement**
Please provide a detailed plan on the audience that will be engaged through this event. Please include specific groups, institutions and partners that will be participating in the event. You will have 400 words to answer this question.
- **Event impact**
Please provide a detailed explanation of the impact that this event will have on your local community, and how you will build on this event to ensure lasting changes for your organisation and local community. You will have 400 words to answer this question.
- **Event risks**
Please provide a risk register outlining the steps taken to mitigate any potential risk in hosting the proposed event.
- **GANTT Chart or project activity timeline**
Please upload a detailed GANTT chart or project timeline outlining your agreed work programme, including a breakdown of milestones, activities, indicators and target dates for specific elements of the project and the cost breakdown associated with each stage.
- **Breakdown of funding requested**
Please outline the total costs of your event programme and clearly show the support you are requesting from the Academy. Costs incurred prior to the grant award being made cannot be reimbursed. Please see our FAQs for eligible costs.
- **Additional funding**
Please provide details of any additional funding or in-kind contribution that will be provided by you/your organisation/third parties in support of this event. Please indicate whether funds have been applied for or are already secured.

4. Letters of support and declaration

- **Letter of support**
The organisation lead or equivalent should write a letter outlining the organisational support for this event. The letter should be on headed paper, maximum of two pages long, signed by the author, and uploaded as a pdf file.
- **Proof of track record**
Please provide evidence of hosting a similar event with a successful track record. This should include testimonials from event delegates.
- **Applicant's declaration**
Once you are satisfied with the application that you have submitted, please sign your name and position, and tick the checkbox that states you are satisfied with the conditions of this scheme.

Assessment process

- 1 Your application will first undergo an eligibility check as outlined above.
- 2 If selected as eligible, your application will be reviewed by representatives of the Awardee Excellence Community and international programmes teams.
- 3 The successful applicants will be notified by email from the Royal Academy of Engineering.
- 4 Once confirmed, a contractual agreement will be signed between the Royal Academy of Engineering and the successful applicant.
- 5 The funding will then be released as agreed.
- 6 Any unsuccessful applicants will be informed of the decision made.

Monitoring

Successful applicants will be required to submit a report and expenditure statement following their event summarising their event and demonstrating its impact. Any unspent funds will need to be returned to the Academy.

Annex A

Lists of eligible countries by scheme

Africa Prize	Angola; Burkina Faso; Cameroon; Ethiopia; Mozambique; Republic of the Congo; Rwanda; Senegal; Sierra Leone; Tanzania; Zambia; Zimbabwe.
Africa Catalyst and HEP SSA	Angola; Benin; Burkina Faso; Burundi; Cape Verde; Central African Republic; Chad; Comoros; Democratic Republic of the Congo; Djibouti; Eritrea; The Gambia; Guinea; Guinea Bissau; Kenya; Liberia; Lesotho; Madagascar; Malawi; Mali; Mauritania; Mauritius; Mozambique; Niger; Réunion; Rwanda; Sao Tome and Principe; Senegal; Seychelles; Sierra Leone; Somalia; South Africa; South Sudan; Sudan; Tanzania; Togo; Uganda; Western Sahara and Zambia.
Frontiers Champions	Brazil; Egypt; India; Indonesia; Jordan; Kenya; Malaysia; Philippines; South Africa; Thailand; Vietnam.
Leaders in Innovation Fellowships (LIF) Champions	Barbados; Brazil; Colombia; Egypt; India; Indonesia; Jordan; Kenya; Malaysia; Mexico; Peru; Philippines; Romania; South Africa; Thailand; Vietnam.
Transforming Systems through Partnerships	Colombia and Turkey