Creating an online pathway for introductory Public Engagement with Research training for Researchers

# **Brief and invitation for proposals:** **deadline Monday 28 Feb 2022**

## 

## Background

The University of Oxford believes that [public engagement with research (PER)](https://www.ox.ac.uk/research/public-engagement/why-engage) enhances the quality and impact of research and is committed to supporting researchers to think about, plan and do high quality, effective PER.

The Maths, Physical and Life Sciences Division (MPLS) and Medical Sciences Division (MSD) have been collaboratively delivering Public Engagement with Research (PER) [development and skills training](https://www.mpls.ox.ac.uk/public-engagement/find-out-what-training-is-available) for researchers for several years and are now looking to enhance this offer by providing asynchronous online resources that provide a stand-alone, but complementary, pathway to guide researchers to develop their awareness, understanding and confidence to develop and deliver effective public engagement with research activities, with a focus on introductory materials for those with little to no experience or knowledge of PER.

We are seeking proposals from providers who can develop and create resources to achieve this.

Ideally, we would like this work to be completed in time to be piloted in the new autumn/winter term (October 2022)

We are keen to explore creative and innovative solutions so are not specifying platform, format or any other criteria, but the resources need to be feasible to create within the indicative budget. We are open to discussing ongoing hosting costs. We hope that this work will provide the foundations and learning to apply to the development of further online training resources.

## Requirements

* Basic review of existing MPLS and MSD Divisional training offer to develop understanding of our offer. *Deliverable: report.*
* Development of online training resources that:
  + Is suitable for science researchers at all levels (with a focus on Early Career Researchers) who have little to no experience or knowledge of PER;
  + Can be completed as a standalone training and development exercise by complementing our existing ‘real-time’ training and other support that is available;
  + Can be accessed and completed in an individual’s own time;
  + Provides an introduction to Public Engagement with Research, and signposts to other existing support and guidance;
  + Makes use of existing materials where available;
  + Will increase some or all of researchers:
    - Awareness of the purposes and benefits of PER;
    - Awareness and knowledge of approaches to PER and best practices;
    - Awareness and knowledge of how to develop effective PER;
    - Awareness and knowledge of evaluating PER in an appropriate and proportionate fashion;
    - Awareness and knowledge of the opportunities and support available to them, and how to find it;
    - Develop their confidence to develop and undertake PER activities.
* *Deliverable:* Creation and production of all the materials required, including implementation via platform/format identified.
* To work with the Divisional PER leads and communication colleagues to create materials to communicate the resources and their benefits.
* To advise and work with the Divisional PER leads to integrate evaluation; both testing and piloting of materials where required, and means for sustainable summative evaluation to monitor the resources and their effectiveness.

The Divisional PER leads will work with the provider to liaise with other professional services staff as necessary, including, for example, to recruit researchers to test materials.

Your Proposal

We now invite you to submit a proposal addressing how you would meet our aims and requirements as set out in this brief.

Please provide an electronic copy of your proposal, which should be no more than 4 A4 pages (plus a relevant portfolio of previous work in the appendix), including a budget with a breakdown of costs **by 5pm Monday 28 Feb 2022** to [michaela.livingstone@mpls.ox.ac.uk](mailto:michaela.livingstone@mpls.ox.ac.uk).

The indicative budget for this project is around £10,000 – you are requested to provide a good value core project proposal that will successfully achieve the requirements as described. For any potential ‘optional extras’ that you feel could enhance the project over and above the core requirements (but also increase the cost) – please describe and budget these separately.

Please direct any enquiries to [michaela.livingstone@mpls.ox.ac.uk](mailto:michaela.livingstone@mpls.ox.ac.uk) or call 01865 282 595.

We will invite shortlisted proposals to discuss their proposals further with Divisional PER leads via video call.

Proposals will be reviewed against their ability to deliver this brief, and track record.

You can find a list of training courses and support available via the below web pages:

[PER training available for researchers](https://www.mpls.ox.ac.uk/public-engagement/find-out-what-training-is-available)

[MPLS PER web pages](https://www.mpls.ox.ac.uk/public-engagement)

[MSD PER web pages](https://www.medsci.ox.ac.uk/divisional-services/support-services-1/public-engagement)

[Cross-University PER web pages](https://www.ox.ac.uk/research/public-engagement)

## Key staff

MPLS Divisional PER lead: [Michaela Livingstone-Banks](https://www.mpls.ox.ac.uk/our-team/michaela-livingstone)

MSD Divisional PER lead: [Naomi Gibson](https://www.medsci.ox.ac.uk/divisional-services/staff/naomi-gibsonhttps:/www.medsci.ox.ac.uk/divisional-services/staff/naomi-gibson)

You will liaise closely with the Divisional PER leads to complete this project. They will facilitate the involvement of other University professional services staff as required (e.g., communications and training and development staff). Approvals will be undertaken by the Divisional PER leads.

Schedule

**28 February 2022** – Deadline to submit your proposal

**w/c 7 March 2022** – Interviews and notification of outcome

**March – September 2022** – Review and development

**October 2022** – Piloting and testing of materials complete

**November – December 2022** – Final development and implementation

**20 December 2022** - Hand-over of final materials and final invoice

**January 2023** – Launch of materials alongside spring term training registration opening