# Arts in Society: Project Proposal form

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| Project name: |
| Lead applicant name: |
| Lead applicant contact details: |
| Date of submission: |
| *Please fill in the form below. If there are parts of the Project Proposal form that are not relevant to your project, or which you cannot yet complete, please submit the information you can, and we will discuss your proposal on that basis.* |
| Academic partner name\*:  Department:  Faculty:  Contact email:  Tick to confirm that you have discussed this project with your Head of Department: 🞎  Role and responsibilities in project:  *\*Note that one or more King’s academics must be involved as partners for projects to be considered. If you do not have an academic partner in place but know who you would like to approach then please list their name, research interest and/or department below:* |
| Somerset House Studios artist partner name:  Organisation if applicable:  Contact details:  Role and responsibilities in project:  *If you do not have a cultural partner in place but know who you would like to approach then please list their name and/or area of artistic practice below:* |
| Please list any additional partners (eg additional cultural partners, students, clinicians) and their role and responsibilities within the project:  Name:  Organisation/status if applicable:  Contact details:  Role and responsibilities in project: |
| 1. Please give description of your project in no more than 100 words. |
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| 1. When will the project start and end? Please include timings of key milestones and events.   (nb projects should last no longer than six months) |
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| 1. Could the project generate an impact case study that could be considered for inclusion in REF 2020?   YES / NO / UNSURE |
| *Please read the* [*FAQs*](https://www.kcl.ac.uk/cultural/culturalinstitute/howwecollaborate/faqs.pdf)  *before filling in the following:* |
| 1. What is the central idea that you would like to explore through this project? (up to 200 words) |
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| 1. What evidence do you have that your idea is original or new? (Up to 100 words) |
| 1. What is the research area that will be applied and/or developed through this project? (up to 200 words) |
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| 1. What would you like to achieve through this project, in the short, medium and/or long term? (up to 200 words) |
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| 1. Do you envisage a public facing outcome from the project? (NB this is not a requirement). Please describe briefly in terms of format, discipline, scale, proposed venue. (up to 200 words) |
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| 1. What is your documentation plan for the duration of the project? This can take the form of blogs, photo essays, video blogs, etc. |
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| 1. What key costs need to be covered in order to deliver this project? Please provide an outline budget (nb account for VAT wherever it applies), showing the total required to deliver the project, and a breakdown of the funds requested from the Cultural Institute. Please be clear whom each budget line will be paid to. |
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| 1. Do you have any support already in place for the project? |
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| 1. How will you evaluate the success or otherwise of the concept being tested? What are the key outcomes and impacts that you have prioritised for evaluation? Please include a timeline and state who will be responsible for producing the project evaluation. |
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| 1. If your project is successful, how will you share your findings with its intended beneficiaries and encourage uptake of the product or its approach? |
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**Confirmation of commitment:**

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| Name of lead academic partner |  |
| Signature | *Or provide letter or email confirming agreement* |
| Date |  |

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| Name of Head of Department |  |
| Signature | *Or provide letter or email confirming agreement* |
| Date |  |

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| Name of lead cultural partner |  |
| Signature | *Or provide letter or email confirming agreement* |
| Date |  |

When you have completed this form, please submit it by email to [sophie.branscombe@kcl.ac.uk](mailto:sophie.branscombe@kcl.ac.uk).

Application deadline: Monday 8 May 2017