

**Call for Safer End
of Engineered Life
Champions
2021/2022**

**Application questions
and assessment
guidance**

How to apply

The application form has **four main sections** and should take around one hour and a half to complete, assuming you have written your answers to the questions offline and merely need to enter the information, rather than compose it.

All applications must be submitted via the Academy's online grants management system at

<https://grants.raeng.org.uk>

The lead applicant must first register with the system (if they do not already have an Academy account) and provide some basic log-in details to create a profile.

After logging in to the online system and selecting '**SEEL Champions 21/22**' you should be presented with the 'Instructions' screen. Here you will see some general instructions on how to use the system as well as a list of the four sections of the application form (see right).

Application form sections:

1. Applicant and organisation details
2. Challenge details
3. Support needed
4. Lead applicant declaration

At any stage in the application process, you can save your progress and return to the application later. You can answer the questions in any order you like so it is possible to skip some sections and return later.

Word limits are to indicate upper limit. You do not need to use the full word count if not needed and we encourage succinct writing style

Contact: If you have any questions about the application process or the online system, please contact [Hazel Ingham, SEEL Programme Manager](#).

Application questions

1. Applicant & organisation details

	Question	Guidance
1.	Applicant details	<p>Please provide your contact details. These will be used for all communication if your application is successful.</p> <ol style="list-style-type: none">First nameLast nameContact numberEmail addressAddress details
2.	Organisation details	<p>Please give details of your organisation.</p>
3.	Organisation website link	<p>Please provide the website link of the organisation that you are applying from.</p>
4.	Are you applying as an individual or as an organisation?	<p>Indicate if you are applying as an individual or as an organisation.</p> <p>Please note that if you are applying as an organisation, the applicant listed above will be the main point of contact if your application is successful.</p>
5.	What is your country of work and residence?	<p>Applications are welcome from all countries.</p>
6.	Which countries do you work with?	<p>Please list other countries that you work with.</p>
7.	Do you have a pre-existing relationship with the Royal Academy of Engineering?	<p>Give details of any links to the Academy (both ongoing and in the past). This may be as a current or previous grant award holder, collaborator, partner, or member of the Fellowship.</p>
8.	Are you a member of any other Engineering X communities?	<p>Please tick if you are a member of any other Engineering X communities, which includes:</p> <ul style="list-style-type: none">Transforming Systems through PartnershipsEngineering Skills Where they are Most NeededSafer Complex SystemsPandemic Preparedness

1. Applicant & organisation details

	Question	Guidance
9.	Why do you want to be a SEEL Champion?	<p>Tell us why you are the right person or organisation to be a SEEL Champion.</p> <p>We are looking for passionate people who are committed to improving safety at end of engineered life and who are, or have the potential to be, leaders in the area. Please outline how you fit this brief, drawing on your experience and expertise, and tell us what you believe you will get out of the programme.</p> <p>(Maximum 400 words).</p>
10.	CV	<p>Upload your CV as a pdf. Please ensure the CV is no more than three pages, we will not review after the third page. You do not need to include contact details, as these are included in question one.</p>
11.	Letter of support or reference	<p>Please upload a letter of support or reference. This should be issued by your manager, head of department/organisation or other relevant parties (with no conflict of interest) who knows you well enough to provide suitable commentary on your experience and skills, and to endorse you as a champion. The letter should be on headed paper, a maximum of two pages long and signed by the author.</p> <p>We accept documents in the following formats: .doc, .pdf, .jpg, .png.</p>

2. Challenge details

Question	Guidance
<p>12. What is the challenge that you are working on?</p>	<p>Outline the challenge or challenge area that you are addressing.</p> <p>(Maximum 250 words)</p>
<p>13. What is the scale of the challenge?</p>	<p>Give a sense of the scale of the challenge and how harmful it is/would be if left unaddressed. Please include any evidence-based statistics (for example, number of people affected). If the scale of the challenge is poorly understood, please indicate this and why.</p> <p>(Maximum 200 words)</p>
<p>14. How does this challenge relate to safety?</p>	<p>This programme aims to improve safety at the end of engineered life. Please frame your challenge in terms of how it relates to improving safety.</p> <p>(Maximum 200 words)</p>
<p>15. How are you addressing this challenge?</p>	<p>Give details of the work that you are doing to address this challenge. Please demonstrate the quality and robustness of your approach. This could include what traction you have gained so far in the area, impact to date and visibility in your sector and beyond.</p> <p>(Maximum 200 words)</p>
<p>16. Please provide keywords relating to your challenge and work</p>	<p>Please provide keywords which will assist us in selecting suitable reviewers for your application.</p>
<p>17. Are you aware of other groups working on this challenge?</p>	<p>List other groups and individuals working on this challenge and indicate if you are working with them or are in touch. This is to give a sense of:</p> <ul style="list-style-type: none"> • whether there is wider effort underway in this area • if there is a community that needs to be connected • if you are working in isolation or as part of a broader effort <p>Please include if there is joined up effort in this area or if you feel this is needed.</p>

2. Challenge details

Question	Guidance
<p>18. What does diversity and inclusion mean to you and your work, and what are you doing to address it?</p>	<p>Engineering X and the Royal Academy of Engineering strive to create cultures in which everyone can thrive, and we believe that diverse perspectives enrich our collective performance. Please describe what diversity and inclusion means to you and your work and tell us what you are doing to address it. Consider your team, collaborators and partnerships, your approach to your challenge area (i.e., participatory approaches with affected communities).</p> <p>Please note that your application will not be automatically discounted if diversity and inclusion is not actively being considered at this stage, however this will be a priority area for us to develop if your application is successful.</p> <p>(Maximum 200 words)</p>
<p>19. Does your challenge area link to the Global Review and its appendices?</p>	<p>Please outline if your challenge area links to any of the priority areas (open burning, dumpsites, and waste pickers) and recommendations of the <i>Global Review on Safer End on Engineered Life</i>.</p> <p>Seven appendices underpin the report and look at categories of engineered materials. These were plastic, medical, electronic, construction and demolition waste. Methods of land disposal were also investigated. Please also outline if your challenge area overlaps with any of these.</p> <p>Access the report and appendices here</p>
<p>20. Upload any supporting documents</p>	<p>Please upload any related documents, for example journal publications, reports or photos. We accept uploads in the following formats: .doc, .pdf, .jpg, .png.</p>
<p>21. Please include any links to reports, news articles or media mentions</p>	<p>Paste any links to reports, news articles or media mentions that might support your application</p>

3. Support needed

Question	Guidance
22. Please outline what kind of assistance would be beneficial to you and help you achieve greater impact	<p>In phase two the Engineering X team will work with you to understand your needs and create a package of support. This might include:</p> <ul style="list-style-type: none">• networking support• communication support <p>Please detail what would be beneficial for you and why. Please include the specific role that engineering, and Engineering X can play in addressing your challenge.</p> <p>(Maximum 250 words)</p>
23. Would funding assistance be beneficial to your work?	<p>Please detail if funding assistance would be beneficial to you and why.</p> <p>Resource support may be available and could include:</p> <ul style="list-style-type: none">• Direct small grant funding from Engineering X for example to protect time, events, travel, projects• Links with schemes from other funders and partners in the Champions community <p>Please note that we are not specifying funding amounts at this time as we would like to discuss this in collaboration with our Champions. This question is included to give an indication at this stage and can be revised in the future.</p> <p>(Maximum 200 words)</p>

4. Applicant declaration

In this section the applicant should confirm that the application is correct and has all necessary approvals. Once your application is complete a 'submit application' button will become available at the top of this page.

You will be asked to declare that:

I understand that should this application be successful following interview, I commit to being a Safer End of Engineered Life Champion and to work with the Engineering X team to agree next steps, including signing an agreement.

I confirm that all the information submitted herein is wholly accurate at the time of submission, and I will update the Academy of any changes that may affect my participation in this programme.

I understand that I will be expected to participate in calls with the Engineering X team and other Champions, provide necessary reports when required and on time.

I confirm that I have the support of my organisation to submit this application and become a SEEL Champion.

I confirm that I have the permission of any person or persons I have included contact details for, to share their details with Engineering X for the purposes of administering this application and the promotion of future Safer End of Engineered Life programme opportunities.

I acknowledge that Engineering X may disclose the information contained within this

This declaration is mandatory to complete your application and will be agreed to by entering your **name, job title** and **organisation**.

Assessment of applications

Applications will close on Wednesday 19 May 2021, 12:00 midday (GMT).

The evaluation and selection of successful Champions will be guided by the following key principles:

1. equal access and fair competition
2. objectivity and unbiasedness
3. transparency.

Please be assured that the Academy requests that anyone involved in reviewing applications must treat them as confidential and declare any conflicts of interest. The Academy does not contact any third parties listed in the application and all details are handled confidentially.

Assessment process

Stage 1: Eligibility checking

Applications will first be checked for eligibility by the Engineering X team. The application will be checked against the eligibility criteria:

1. Applicants are already working on an urgent challenge relating to safety at end of engineered life
2. The individual or organisation must have 3 – 5 years' experience in their area
3. Applicants must provide one letter of support or reference from your manager, head of department/organisation or other relevant parties (with no conflict of interest)

Stage 2: Panel review

Applications will be evaluated by members of the SEEL Programme Board and technical advisory group, Academy Fellows and external experts as required. Each application will be assessed by a minimum of two reviewers, one of who will have expertise in the broad challenge area, and one who is a non-expert. Applications should therefore be understandable to a non-specialist. The panel will rank the applications and decide which applicants will be invited to interview.

Stage 3: Interviews

Applicants will interview with the SEEL Programme Board and the Engineering X team.

Stage 4: Selection meeting

Following interview, the cohort of Champions will be selected by the SEEL Programme Board with support from the Technical Advisory Group. Following the selection meeting, decisions will be communicated to the applicants.

Assessment of applications

What criteria will be used to assess applications?

The following criteria will be used to select Champions:

1. The **capacity** of the Champion to effect the change they propose.
2. The **scale** of the safer end of engineered life issue being presented.
3. The **quality** and **robustness** of the approach being used to affect change.
4. The **ability of Engineering X** to assist with the Champion's approach.

A portfolio approach will be taken to selection. This is to ensure a mixture of topics and areas addressed, including whether challenges are known or future looking.

**Thank you for your interest in
this call.**

If you have any questions or queries, please contact:

Hazel Ingham, Safer End of Engineered Life Programme Manager

Hazel.ingham@raeng.org.uk