# OFFICIAL (IN CONFIDENCE)

# EDUCATION AND OUTREACH 2017 GRANT SCHEME

# APPLICATION FORM

Please read the “Education and Outreach Announcement of Opportunity” carefully before you complete this form.

Applications must be received by **5pm, 22nd September 2017**.

Please note that grants will only be awarded to individuals and organisations based in the UK. All projects must be completed by 31 March 2018.

**Your full proposal should be submitted with this application form**. **Full proposals should be up to a maximum of ten sides of A4** to include text, diagrams or photographs, to support your application.

**Any other material submitted will not be included in the initial selection process.**

### TITLE OF PROJECT AND BRIEF SUMMARY

**1a. Title (max. 10 words):** Click here to enter text.

**1b. Summary (max. 70 words):** Click here to enter text.

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| Click here to enter text. |

### Contact Details – PRIMARY APPLICANT

**2a. Name (including title):** Click here to enter text.

**2b. Current post/Job title:** Click here to enter text.

**2c. Organisation:** Click here to enter text.

**2d. Full postal address (including post code):** Click here to enter text.

**2e. Email address:** Click here to enter text.

**2f. Telephone number:** Click here to enter text.

### Contact Details –CO-APPLICANT(S)

Please give the contact details of any co-applicants (if applicable) who wish to be included in correspondence about this grant:

**3a. Name (including title):** Click here to enter text.

**3b. Current post/Job title:** Click here to enter text.

**3c. Organisation and full postal address (if different to above):** Click here to enter text.

**3d. Email address:** Click here to enter text.

If there are more co-applicants, please give details on a separate sheet in the same format as above.

### Project Overview

**4a. Proposed start date:** Click here to enter text.

**4b. Proposed end date:** Click here to enter text.

**4c. Project Overview (max. 250 words)**

*Please provide a brief summary of your project plans, including delivery mechanisms, evaluation strategy and project management.*

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| Click here to enter text. |

**4d. Target audience(s), expected numbers reached, and length of engagement**

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| **Target audience** | **Expected number that will be engaged in the project** | **Length of engagement (minutes, hours, days)** |
| **0 – 5 years** | Click here to enter text. | Click here to enter text. |
| **5 – 11 years** | Click here to enter text. | Click here to enter text. |
| **11 – 16 years** | Click here to enter text. | Click here to enter text. |
| **16 – 18 years** | Click here to enter text. | Click here to enter text. |
| **University Students** | Click here to enter text. | Click here to enter text. |
| **Family** | Click here to enter text. | Click here to enter text. |
| **General Public** | Click here to enter text. | Click here to enter text. |
| **Teachers** | Click here to enter text. | Click here to enter text. |
| **Other (please briefly identify):** | Click here to enter text. | Click here to enter text. |
| **Total:** | Click here to enter text. | Click here to enter text. |

**4e. New audiences** – Does your project reach a new audience not previously targeted by space education/outreach? Y  N

If yes, please state which audiences (max. 80 words).

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| Click here to enter text. |

### Grant Details

**5a. What is the total budget for your project?** Click here to enter text.

**5b. What is the sum requested from the UK Space Agency?** Click here to enter text.

**5c. What is the admission fee for your project’s audience (if applicable)?** Click here to enter text.

**5d. Budget Breakdown**

*Please provide a breakdown of the project’s budget.*

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| Click here to enter text. |

**5d. Spend Profile**

*Please provide an indication of the spend profile of the budget.*

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| Click here to enter text. |

### HOW DID YOU HEAR ABOUT THIS SCHEME?

Printed media  Where? Click here to enter text.

UK Space Agency Website

E-mail from the UK Space Agency

Twitter  If yes, was this from @spacegovuk Y  N

Facebook

Word of mouth

Other  Where? Click here to enter text.

### DECLARATION

**By returning this form, whether it is signed or unsigned, you confirm to the UK Space Agency that:**

* The above details are correct.
* You will abide by the rules stated in the “Notes for guidance”.

Please ensure that all the required information is given. An incomplete form will not be considered for a grant.

### NAME: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ SignATURE: Date:

### Please return this form and your full proposal to:

<mailto:susan.buckle@ukspaceagency.bis.gsi.gov.uk> , marked with the subject line **“Education Grant Application”.**

or via post to:

Susan Buckle, UK Space Agency, Polaris House, North Star Avenue, Swindon, SN2 1SZ.

#### Applications must be received by 5pm, 22nd September 2017