**Collaborative Proposal Application Form**

On this form, the civil society organisation/community group and UWS academic(s) should present their joint research proposal. This should be collaboratively developed and represent their shared view. Please remain within the word count limits. You may wish to consider the Stage 3 selection criteria in the [Information Sheet](https://oxfam.box.com/s/pqt5eqfuhyb2lji2hpkdqa177z40en6k).

If you wish to discuss this form, contact: [scotland@oxfam.org.uk](mailto:scotland@oxfam.org.uk).

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| **Name of organisation** |  |
| **Contact at organisation** |  |
| **Name of UWS academic(s)** |  |
| **Theme of interest** | * Better [valuing the work](https://www.oxfam.org.uk/about-us/how-oxfam-changing/how-to-make-valuing-all-womens-work-a-reality/) that is disproportionately undertaken by women: this includes paid and unpaid work, such as an unpaid care and domestic work’;   AND/OR   * [Climate Justice](https://www.oxfam.org.uk/oxfam-in-action/tackling-climate-change/): delivering emission reductions in Scotland fairly and quickly. |
| **Project title** |  |
| **Proposed start and end date**  Please note that all funded project activities should be completed within 12 months and should begin no earlier than April 2025. |  |
| **Area for research**  Please give a brief description of the issue or challenge that you wish to explore together. This should contain detail on the research questions and aims, including what will be better understood by the end of the project.  (up to 500 words) |  |
| **Methodology**  Please outline the research design, including the key methodologies you will adopt and the depth and breadth of each activity.  (up to 400 words) |  |
| **Timeline**  Please outline the key phases of the project, including when you anticipate any milestones.  Also include an interim report at the halfway point and a final report to the UWS-Partnership’s Partnership detailing the project activities and budget expenditure. |  |
| **Collaboration and participation**  Please describe how the project will be designed and conducted collaboratively amongst the organisation/community organisation, the academics(s), and members of the community. Outline who will be involved and how they will be involved at each key stage within the research process.  (up to 400 words) |  |
| **Outcomes**  Please describe the expected outcomes of this project for the organisation and the communities the organisation works with. Ideally, there should be no more than 3.  (up to 300 words) |  |
| **Outputs**  Please describe the expected outputs (e.g. a report/video/event) and how these will be used to amplify the voices of under-represented marginalised communities. Please say who will produce and own these outputs.  (up to 300 words) |  |
| **Impact**  Please describe how the academic(s) will evaluate and record project impact. Please note: this should include an evaluation six months after funded activities are completed.  (up to 200 words) |  |
| **Budget**  Please outline the total project cost (max £10,000) and what it will be spent on, including any allocations managed by the academic and/or civil society organisation/community group. |  |
| **Project management**  Please outline how the project will be collaboratively managed between the partner organisation and the academic(s).  (up to 200 words) |  |
| **Risk management**  Please describe any risks you can identify to project delivery and how you plan to manage these. For example, staff absence, escalating costs, and insufficient research data. Please also consider any safeguarding risks to those involved and how these will be mitigated.  Note: further detail may be required should this proposal be selected for funding.  (up to 400 words) |  |
| **Other relevant information (optional)**  Please share any other details about the project which you feel are not covered above. |  |
| **Form completed by:**  Note: By signing this form you give consent for the contents to be shared with the UWS-Oxfam Partnership’s Steering Group, and Oxfam staff, and for them to contact you. | Partner:  Signature:  Date:  Academic:  Signature:  Date: |