Engaging Libraries Phase 2 will support public libraries to run public engagement activities on research within the themes of health, society and culture. It aims to help facilitate partnerships between public libraries and researchers, and spark people’s curiosity about topics that are relevant or interesting to them. The programme is a partnership between Carnegie UK Trust, Wellcome and the Wolfson Foundation.

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Welcome

Engaging Libraries Phase 2 builds on the legacy of Phase 1 – a pilot programme that ran from 2017-2018. In Phase 1, we supported 14 projects across 16 public library services to work in collaboration with others to deliver public engagement activities which sparked curiosity and conversation about health and wellbeing in communities. Projects covered a range of topics from death and brain development to the ageing process and childhood obesity.

The first phase of Engaging Libraries confirmed that public libraries are unique, safe and trusted spaces which makes them well suited to acting as a space for discussion and debate about all sorts of challenging subjects. We were impressed by the willingness of public libraries to experiment and work with a range of organisations and individuals to deliver creative public engagement activities. We also saw the value that the funding provided in terms of giving public libraries the space and opportunity to forge new relationships and partnerships – some of which continued beyond the lifetime of the funded projects.

Phase 2 provides public libraries with a similar opportunity – to engage people in creative ways with topics that are relevant to them, within the broader remit of health, society and culture.

As before, we are asking public libraries to work with others to make public engagement activities come alive. For Phase 2 we are asking public libraries to develop partnerships with a researchers in order to energise and empower people in relation to research. That is, involving people in accessing, using and responding to research on health, society and culture; enabling people to value and think critically about research; or enabling people to play a role in formulating research.

Access to trusted information is an increasingly important challenge in our society and public libraries are perfectly placed as ‘street-corner universities’ to engage communities with research, promoting critical thinking skills and broadening the horizons of researchers and the communities they engage with. Access to new information and the chance to discuss and debate issues in a safe space not only increases knowledge and skills, but can contribute to increased levels of empathy, respect and tolerance in society.

In addition, we recognise that both public libraries and universities currently face their own set of challenges – around their funding, their evolving role in society, and in articulating their true worth. Many of the public library-university partnerships forged in the first phase of Engaging Libraries were clearly productive for both sides and in some cases, lasting. We believe that there is a great deal to be gained in forging and deepening partnerships between public libraries and universities, and this phase of Engaging Libraries is particularly designed to help explore what this could look like.

We hope that this programme will inspire an exciting and dynamic range of initiatives and partnerships to spring up across public libraries in the UK. To keep the application process as open as possible, we would like to be clear that you can read more about the projects from Phase 1 at www.carnegieuktrust.org.uk/publications/engaging-libraries-learning-from-phase-1/

Please note that the selection criteria for phase 2 are slightly different.
your idea does not need to be fully developed when you apply: we can support you to develop your idea, make new connections and find relevant research partners. You can apply with a completely new idea or build on or scale up an existing one. You may already have a partner you are working with, or you may want to find a partner to develop your ideas together. We are also encouraging a variety of applications in terms of scale – you can apply as a single library service or jointly with another service or services.

Please read this pack and consider the criteria carefully and keep in mind that experimental projects are welcomed. The programme is intended to be a learning process for all involved, not just for participants, but for the public library sector, for the researchers, the universities involved and for us, the funders. We wish you well with your applications.

Simon Chaplin
Director of Society and Culture
Wellcome

Paul Ramsbottom
CEO
Wolfson Foundation

Douglas White
Head of Advocacy and Interim CEO
Carnegie UK Trust
Section 1: Programme Information

a) Introduction

Engaging Libraries Phase 2 is an 18-month programme that will support public libraries across the UK to deliver public engagement projects about research on health, society and culture. A collaborative approach in project development and delivery is a key element of the programme. There is a specific requirement for projects to partner with a researcher or research team at a university. The programme also encourages public libraries to think about possible partnerships with, for example, local charities, schools, health professionals, artists or musicians to develop creative ways of engaging communities with these themes.

Applications to Engaging Libraries Phase 2 can be made by a library service or group of library services. Applications from those working outside the library sector cannot be accepted as our intention is for the projects to be library-led. You can apply with a brand new idea, adapt an idea that you have trialled before, or scale-up an existing project or activity. The programme is open to applicants at various stages of the development process: you might have the beginnings of an idea, but no partnership in place, or you might have a partnership and a well-formed idea and project plan. You can find some more guidelines about this below.

Alongside funding for project activity we will provide a Development Programme for up to two members of public library staff directly involved in developing and delivering their Engaging Libraries project. This will involve a series of face-to-face workshops and an online network. There will be substantial input from external experts at the workshops, stimulating learning and discussion on topics such as evaluation, partnership working, strategic thinking and marketing. The Development Programme is designed to support staff to build connections and share learning with others working on similar activities across the country.

Engaging Libraries Phase 2 will provide successful projects with a grant of £2,000 towards travel and accommodation costs for the Development Programme. We anticipate that this will cover one person from each project attending each workshop, but would welcome a maximum of two people from each project. Attendees should be directly involved with the delivery of the project. We expect learning to be shared within the wider project team and library service where possible. We also hope that the Development Programme will benefit external project partners. Researchers involved with Engaging Libraries will be offered access to the course materials.

1 Whilst the focus of the programme is public library-university partnerships, we would accept applications to work with a UK-based Independent Research Organisation.
b) Programme Aims

We have three core aims for Engaging Libraries Phase 2. The programme aims to:

1. Energise and empower people through engagement with research about health, society and culture in one of the following ways:
   a. Enable people to access, use and respond to research
   b. Enable people to value and think critically about research
   c. Enable people to play a role in formulating research

2. Enable public libraries to build upon and explore their civic role as safe spaces for participation and engagement with research.

3. Facilitate partnerships between public libraries and universities or Independent Research Organisations (IROs).

c) The Offer

Engaging Libraries offers public library services:

- Funding to deliver a public engagement project on research in health, society and culture:
  > £12k – £25k if you are applying as a single library service
  > £12k – £50k if you are submitting a joint application

- Support with matching successful applicants to a suitable research partner if you do not already have a research partner in mind or in place.

- A Development Programme providing contact with experts and the opportunity to share ideas and learn with other Engaging Libraries participants.

- An external evaluation to ensure that learning and experience is captured and shared more widely.

We are aiming to support around 20 projects. We expect projects to come on board late November 2019 and spend 3-6 months further developing and refining their idea, with activities coming to a close in May 2021.
d) Way of Working

Flexibility
Engaging Libraries Phase 2 has an ethos of experiment, risk and innovation. We encourage a flexible approach, where ideas and activities continue to be developed into the initial stages of the programme. We do not expect projects to deliver activities immediately post selection, but to spend 3 – 6 months honing and developing their idea.

Creativity and Collaboration
We encourage creativity, where a range of different modes of interaction with people are used to communicate, share and explore ideas. We encourage a collaborative approach, where those from different organisations or disciplines come together to explore an issue or theme and how best to engage people on the topic in question. We encourage you to think about one (or more) possible partnerships with local charities, schools, health professionals, artists or musicians for example.

Purposeful
Engaging projects are great for getting people interested and involved. But as well as being fun, it’s important that the project makes a difference to those who participate in them. For example, sparking curiosity or challenging the way people think or feel about something or providing them with the opportunity to engage in formulating research or research questions.

Library and research partnerships
New for this phase of Engaging Libraries is a specific requirement for all applicants to partner with a researcher or team of researchers at a university or IRO. This partnership can be established before or after selection and it is likely that selected projects will vary in terms of their stages of development. Please bear in mind the following:

- Projects and partnerships can be at any stage of development; however your application must show how your project will meet the primary criteria.
- We can offer you support during the application process to find a suitable research partner. This support is provided through the National Co-ordinating Centre for Public Engagement (NCCPE) and there is more information on this below.
- If you choose to apply without identifying a research partner and are selected on the basis of your idea (as outlined in your application) we can offer support via NCCPE to find a suitable partner after selection.
Primary criteria 4 states that “The project will involve an effective partnership between a public library or a group of libraries and a researcher(s) and/or university or Independent Research Organisation (IRO), where ideas and activities are developed and delivered collaboratively.” Therefore we expect public libraries to show how they have worked or will work in a way that allows both partners to shape the project together.

If selected, we expect your project to continue to develop in the early stages of the programme, taking on board any advice given by the Advisory Group, and learning gained through the Development Programme. This is especially the case if you are forging key partnerships post-selection.

We do not anticipate researchers or universities charging for the time that they contribute.

The remit
Within this pack, you will find a range of concepts and ideas to do with research, public engagement, partnership and collaboration. These are all part of the backdrop to Engaging Libraries Phase 2. However we recognise that projects will likely contribute to a small part of the jigsaw puzzle, rather than attempting to tackle all of the issues we have touched on here. The mode of engagement and depth that your project involves should be carefully designed around your intended audience considering their age and ability, and their needs and interests.
Section 2: Details and definitions

a) Why public libraries?

Public libraries occupy an unusual place in the public service landscape and a special place in people’s hearts: they are an extensive network of known and trusted public spaces at the centre of communities, they are free to enter, open to all and users voluntarily access the service. The best public libraries enable citizens to fulfil their potential and act as a trusted and safe civic space that enables engagement and participation. They act as street corner universities, connecting people and ideas, through access to a range of content, and people to people, through enabling co-presence and running structured activities.

With their expertise in engaging people, the fact that public libraries are trusted and are able to act as a space for ideas, connection, engagement and participation, means that they are the ideal space in which to inspire, challenge and bring people into contact with new ideas and research through public engagement projects. These kinds of spaces and opportunities are greatly valued by researchers, many of whom are committed to finding better ways of connecting with communities and opening up their research.

Engaging Libraries Phase 2 seeks to offer public libraries the opportunity to build on and showcase many of these existing qualities and strengths and demonstrate these to a wider audience – such as the university sector and funders.

b) What is public engagement?

Engaging Libraries definition of public engagement: Public engagement involves creating an opportunity for people to consider, participate and debate ideas. It is a two-way process, which may involve activities like participation, conversation, interaction and listening. It can take many forms but is often made up of projects, activities or events, ranging from a family fun make-and-take activity, right through to an artist performing a new piece of work exploring an issue or concern to a public audience.

We think public engagement is at its best when it takes on a creative and inventive approach to bringing people together on themes and topics which are meaningful and relevant to them. In these situations, activities inspire curiosity, spark debate and stimulate conversations, supporting people to make connections between ideas, their own lives and the world around them.

Public engagement includes the following kinds of activities:

- workshops, events, debates and discussions;
- exhibitions, festivals and pop-up spaces;
- film screenings and games;
- joint writing or arts projects;
- apps, websites, discussion forum and cross-platform projects; and
- performance or theatre projects.

This list is just a sample of the type of activities and is not exhaustive.
Engagement with purpose
In Engaging Libraries Phase 2 we would like to see a wide variety of creative approaches to engagement. However, competitive applications will also need to be able to identify the difference that the engagement makes to the people, partners and communities involved. This includes considering how the activities are relevant to the difference you want to make and the people you want to engage with. The difference that you intend to make could be about, for example: unearthing and examining difficult ideas, reducing stigma, sparking curiosity, challenging the way people think and feel about something, looking at things in new ways, encouraging critical thinking, or thinking about how communities and individuals can have more agency within research.

What doesn’t count as public engagement
Please be aware that we cannot consider applications which are primarily aimed at health promotion or delivering arts for therapeutic purposes. We are aware that public libraries do hugely valuable work in providing these types of services; however, Engaging Libraries Phase 2 has been designed specifically to allow public libraries the opportunity to expand their repertoire, exploring new dynamic and discursive ways in which to connect people to health, society and culture. We have included some examples below to show how we view the differences between promotion and public engagement, and what we mean by arts for therapeutic purposes.

Healthy eating: Research tells us that eating lots of fruit and vegetables is good for you, and the NHS promote “Eating 5 a day” – this gives clear advice to people about how they can eat healthily. A promotion activity would advise people to eat their five a day. A public engagement project based on the same issue might be to create an interactive event such as an evening dinner with chefs, historians and researchers, where dinner members can share their thoughts and opinions about what eating healthily means to them. They could discuss how guidance has changed over the years, and how this guidance might be made more relevant today in a more international, free moving world. Here, the emphasis is on creating opportunities for people to explore, debate and discuss research on healthy eating and what it means to them rather than telling them what to do or think.

Arts for therapeutic purposes: Projects that are primarily aimed at providing therapeutic services or treatment of a health condition are ineligible for the scheme, as these services are covered through health service provision. There may be cases where as a result taking part in an engagement activity, a person feels their wellbeing has increased, however this would be a secondary outcome and is not the primary driver behind the engagement project.

A note on lectures
Standalone lectures and Q&As are unlikely to be competitive against other types of approaches as this format offers quite limited opportunities and ways for both the public library to play a role and for people participating in events to engage with a research topic. However, if a clear rationale can be made for including this type of activity in terms of reaching or accommodating a particular target group, or it is one of many things on offer, this will be taken into account.
c) Why research?

Engaging Libraries definition of research: Research is a process of investigation leading to new insights. Research is undertaken by a university or other body that has Independent Research Organisation (IRO) status.

Engaging Libraries Phase 2 requires applicants to work with a researcher or research team employed at post-doctoral level or above in a university.

Exposure to new ideas and the ability to navigate these are important: new ideas can challenge our unquestioned beliefs and values, and cultivate open-mindedness and growth, enabling empathy, tolerance and curiosity. Meanwhile, being able to navigate information and think critically is essential in developing the ability to question and analyse, promoting autonomy and reasoned judgement. These qualities and skills enable citizens to play an informed role in society and its democratic processes, and are particularly important given the proliferation of information in our digitally connected world.

Research organisations are a source of trusted and quality information, and public libraries are a trusted space staffed by trusted individuals, many of whom are information professionals. Through Engaging Libraries Phase 2, we want people to have the opportunity to access, use and challenge – or be challenged by – research on health, society and culture in trusted spaces.

Public libraries are free to choose which topic(s) they would like to focus on in their public engagement activities.

We have a broad interpretation of health, and health projects could be focussed on particular physical or mental health concerns or wider health topics such as skin (exploring ideas about skin and identity and discussing race and ethnicity, tattoos and piercings, and skin disorders) or breathing (touching on the biology of the respiratory system, the linked physical and psychological aspects of breathing, ideas around breathing and mindfulness or meditation). We are conscious that health also has social and cultural dimensions and are happy for these to be explored also.

By ‘society and culture’ we mean anything that relates to social relationships, social issues and social structures. From politics and history to kinship and domestic arrangements, from rituals and art to subcultures. We are open to discussing with applicants their own ideas of what falls under these topics during the application phase.

In the application form we ask you to specify why you have chosen your topic and to give some ideas about why this might be relevant for your intended audience. Please see Section 3: Case Studies for some examples of the types of topics that we consider as being included within these themes. Please note it is not an exhaustive selection of case studies and we are keen for applicants to suggest ideas and topics that are relevant to, or potentially of interest to, their communities within the broad themes of health, society and culture.

Please note, we are open to applications seeking to engage people in the formulation or process of research, as well as those that engage people in the outputs of research.

d) Why health, society and culture?

Health, society and culture are intentionally broad themes, chosen to both reflect the wider areas in which public libraries have both an interest and an impact, and to reflect a wider set of issues that relate to the human experience.
Section 3: Case Studies

In this section we have provided some examples of possible approaches to the themes. Please note that although the examples reference genuine research, the projects are hypothetical.

Health topic: How disease spreads

Reflecting current research on epidemics, possible activities could be around engaging adults on their experience of illness, or engaging children and discussing basic practices around how to prevent infections spreading.

Why this is interesting:
✓ Meets a need or interest in the community by engaging people on their experience of illness and hygiene.
✓ Enables people to explore relevant research in appealing and interesting ways.
✓ Encourages interaction with the research, and between participants.
✓ Encourages critical thinking through not telling participants what to think but giving them space to discuss and debate.

Health topic: The Human Cell Atlas

Engage with the “Human Cell Atlas” (a project aiming to produce a ‘google map’ of the human body) to explore how cells work together and how body systems are connected – this could prompt engagement on a variety of levels from people learning and sharing their knowledge and experience about specific conditions, to exploring the ways in which they feel different areas of their health and wellbeing are connected, to producing creative outputs around cells, genes and health connections.

Why this is interesting:
✓ Takes complex ideas and presents them in a more understandable form.
✓ Invites people to share their own knowledge and allows them to interact with emerging research.
✓ Encourages curiosity on an intriguing and potentially sensitive topic that could have meaning for participants, within the safe space that a public library offers.
Health topic: ‘Plastic Science Gang’

Enable members of the public to explore and find scientific answers to questions about how the plastics in their life affect their health. Citizen scientists could debate research questions, design experiments, hold web chats with experts, conduct experiments in the library, commission professional lab tests and more.

Why this is interesting:

☑ Participants are heavily involved in designing and carrying out the research.
☑ There are a variety of engagement activities in this project including web chats and experiments.
☑ The project meets a community need – the research could be harnessed to answer genuine questions from participants.

Society and culture topic: Portrayal of refugees in the media

This project could use research in this area to explore the way in which refugees are portrayed in contemporary literature or film. Engagement may invite participation from refugees in local communities or those who can relate to the experience of having to abandon a home, being separated from loved ones or other experiences of hardship. Engagement may be reading groups or film viewings paired with discussion or creative elements such as creating their own images of ‘refugees’ or of the way they see themselves through art, graphic design or photography. In this example, there may also be scope for engaging with other languages or works in translation for public libraries working within multilingual communities.

Why this is interesting:

☑ Covers topical issues that many communities currently are facing and therefore meets a community of interest or local need.
☑ Enables people to explore research in this area and potentially challenge their ideas about refugees.
☑ Provides an opportunity for creative engagement.
☑ Offers lots of potential for collaboration between the public library, researchers, artists, photographers and translators for example.
☑ Enables engagement on sensitive topics in a safe space.
Society and culture topic: What makes a city?

This project could look at research around the evolution of cities and reflect on people’s current experiences of living in a modern city. This could be linked to a particular ‘love my place’ campaign and could involve community celebrations, festivals or parades to encourage people to connect with and celebrate their place.

Why this is interesting:
✔️ Provides a bridge between research and people’s current experience.
✔️ Engages people in an active and energising way.
✔️ Allows the library to build on its role in the community by coordinating a range of potential partners to celebrate their place.
✔️ Lots of potential for replication in other areas.

Society and culture topic: Women in the working world

This project could enable communities to feed into sociological or gender studies and research about women’s experience of work (past or present, home or abroad) and compare/contrast and discuss/record people’s own experiences and points of view.

Why this is interesting:
✔️ Given the backdrop of persisting inequalities in the workplace, the topic meets a potential need/interest for communities.
✔️ The project invites people to shape research questions of interest to them or contribute to research findings, bringing their own experience and points of view.
✔️ The project scope is quite broad and could be developed in a number of ways providing the opportunity for the public library and researcher to co-create the activities, and also providing the opportunity for the project to be replicated in a number of ways in different places.
Health, society and culture topic: Fake news

Exploration of research relating to the concept of Fake News could lead to thinking and experimenting with ideas about how we receive, remember and recall information from a biological perspective and in specific social and cultural contexts. There might be highly engaging and participatory lectures and workshops on the topic or the development of an app or a board game which allows people to play with the information and ideas.

Why this is interesting:
☑ Lots of possibilities for creative public engagement and collaboration with creative partners such as a journalist, editor, web designer or artist.
☑ Brings together research and a topical issue and invites communities to interact with the information and hone critical thinking.
☑ Builds on the role of public libraries as guides to help navigate trusted information.

Health, society and culture topic: Mental illness in a cross-cultural context

Exploration of mental illness in the disciplines of medical anthropology and the history of science could be used to facilitate discussions about whether and how diagnostic labels translate across time and space. People could explore this through creating art or the design of an exhibition to examine, discuss and share how well medical labels and culturally specific descriptions of mental illness fit their own or others’ experience. The project promotes critical thinking about science, research and medical diagnoses.

Why this is interesting:
☑ Covers topical issue of interest to many communities.
☑ Challenges thinking and promotes open mindedness in asking people to see mental illness as we know it as stemming from a specific socio-cultural context and to approach other cultural definitions and approaches to illness with respect.
☑ Enables engagement on sensitive and complex topic in a safe space.

These examples have been framed to give a taste of possible topics and engagement methods but these are by no means exhaustive.
Section 4: How to Apply

a) Essential details

The application form is available here. The deadline for submitting the application is Wednesday 25 September 2019 at 5pm.

All applications must be completed by a member of library staff who will have a key role in leading the development and implementation of the project. The application must be signed off by your Head of Service (we ask you to confirm this on the form). This is important as we want to ensure Heads of Service are aware of the exciting ideas their staff are developing and also, whilst there is no limit on the number of applications that can be submitted by a library service, it is unlikely that more than two applications from a service (one as a single service and one as a joint bid) will be selected due to the need to ensure a spread of projects from across the UK.

We are open to a spectrum of applications: your idea does not need to be fully developed when you apply as we can support you to develop your idea, make new connections and find relevant research partners. You can also apply with a completely new idea, build on an existing idea, or scale up something you are already doing that fits the brief for this programme. We are also encouraging a variety of applications in terms of scale – you can apply as a single public library service or jointly with another service or services.

To give your application the best chance of being selected, please give particular attention to the programme criteria (outlined in Section Five) and tell us how your idea meets the criteria outlined.

b) How do I approach the research partnerships?

In Engaging Libraries Phase 2 we are asking all projects to partner with a researcher or research team to design and deliver their activities.

Public libraries have a lot to offer researchers: they are trusted places that connect ideas and people, gateways to communities and they are experienced and skilled in delivering interesting and engaging activities for them. Be sure to sell what you have to offer when approaching potential partners!

You will find that the opportunity to partner with a public library is very attractive to most researchers. Many researchers are keen to work in communities, perhaps to share the findings of their research with new audiences, or to

Timeline

- Applications close
  Wednesday 25 September 2019
- Individual written notifications of application outcome
  November 2019
- Public announcement of successful projects
  Late November 2019
- Kickstarter Workshops
  Tuesday 26–Wednesday 27 November 2019
- Feedback to unsuccessful applications
  December 2019
- Programme runs
  December 2019–May 2021
- Celebration event
  May 2021
- Evaluation shared
  Summer/Autumn 2021
find out how different groups make sense of their research, or could contribute to it. This motivation to engage with the public has been given added momentum by research funders, who are keen to ensure that what they fund creates value for the public, and that those they fund engage with their communities in new and productive ways. The chance to work with skilled staff in a library setting will be a fantastic opportunity for them.

The term that is used in higher education to describe this new funding landscape is ‘impact’ or ‘research impact’: when applying to research councils or to foundations and trusts like Wellcome there is an expectation that researchers will articulate a ‘pathway to impact’ – a plan to create meaningful engagement to enrich their research and ensure it is taken up outside academia. The main instrument for assessing research – the REF or Research Excellence Framework – now includes the requirement that all departments submitting their work to the REF include ‘impact case studies’ to demonstrate the impact their work has made in the world beyond the university.

In addition many researchers believe that it is important for publicly funded research to be accessible to the public, are keen to make a difference, and believe that engagement with those outside of academia can improve the quality of their research and its use. Therefore researchers are increasingly motivated to develop their skills in engagement and evaluation. They may really want your help with this. They also can find it challenging to connect with communities, so again your ability to convene events and your knowledge of different potential audiences will be really valuable to them.

As such, we do not expect researchers or universities to charge for the time that they spend on the Engaging Libraries project.

The recent publication ‘Higher Education and Public Libraries: Partnerships Research’ contains some examples of library and university partnerships – we have included several of these in the additional information at the back of this pack. The report also captures some useful learning about how to ensure library-researcher projects work well, and advice about things to bear in mind. These include:

- **Shared aims**: the most successful partnerships are based on shared values and desired outcomes. Projects are more likely to succeed when it is clear what the partnership will set out to achieve and how this will be measured

- **Commitment**: all partners want to engage and are prepared to commit resource to the partnership

- **Understanding**: each side is prepared to learn each other’s language and drivers of partnership

- **Value**: the partnership has a clear value to both sides that justifies the time and effort of working together. It is useful to articulate this and review it regularly

- **Reciprocity**: contributions from and benefits for all sides

- **Adaptability**: flexible approach to working together to respond to changes as they occur. Often partnerships grow when one activity leads to another

- **Clarity**: each side knows what is expected from them and the other party, and there are dedicated contacts in each organisation and processes for managing the relationship
Developing a project that involves a researcher or research team at a university

Our hope for this phase of Engaging Libraries is that public libraries and researchers will work together using their expert knowledge and critical skills, safe spaces, information expertise, and connection with communities, to produce projects which allow the exploration of evidence and reasoning in a way that connects with people.

As you develop your idea through the application process, we would expect that you might identify an area of research that you are interested in – that is, a topic or theme. Perhaps this is something you have seen in the news which you think would resonate with your community, perhaps related to a new development in health, a social issue or perhaps you are interested in exploring an aspect of local history and are keen to access someone with specialist knowledge and skills.

You could take a look at the website of your local university/ies; or ask colleagues if they have any connections. Many universities now employ people in Public Engagement roles such as Public Engagement Officers, or as Impact Coordinators, and they often provide a fantastic route in, and will help you locate the right people. Many departmental websites will have pages showcasing their research and researchers, and some will have a public engagement specialist listed there. Departments will have a mix of established researchers, PhD students, and so called ‘early career researchers’. If you want help to find suitable people to work with then our project partner, the National Co-ordinating Centre for Public Engagement can introduce you to relevant people. The NCCPE website also has a guide to Making Contact with Potential Academic Partners. Please note that we ask applicants to work with those at post-doctoral level or above.

In addition, lots of universities have research centres. For example, there are Wellcome funded research centres, most of which have a public engagement manager, who would be able to help you find people to work with. You can find a full list here and there are several examples in the additional information at the back of this pack.

The NCCPE can provide light touch advice and signposting to identify the right partner(s) for your project and explore how the partnership might work in practical terms during the application phase. It can help to identify potential partners at the start so you can co-develop your ideas. However, you do not have to identify a specific researcher when you apply – there will be time to find suitable partners and further develop your project if selected. Applying with a partnership in place is positive but certainly not required, and we would encourage all applicants to approach Engaging Libraries Phase 2 with a degree of openness and flexibility. If selected, you will have access to an array of expertise and networks, and take part in kickstarter workshops, and your project will evolve through this process.
The purpose of the Development Programme is not only to deliver information and prompt activities which build learning, but to encourage interaction, shared learning and the building of professional relationships between participating public libraries. We will require the public library service to commit to taking part in both the online network and face-to-face workshops if selected. We will provide successful projects with a grant of £2,000 towards travel and accommodation costs for the Development Programme. We anticipate that this will cover one person from each project attending each workshop, but would welcome a maximum of two people from each project. Attendees should be directly involved with the delivery of the project. You can also request budget for staff backfill for one person to attend the Development Programme within the application form.

d) Talk to us

We would be happy to discuss your application with you. You can contact us via engaginglibraries@carnegieuk.org. We plan to be at library sector conferences over the application phase and are open to coming to other regional events or network meetings you are holding to speak further about the programme. Please email engaginglibraries@carnegieuk.org with any requests.

We can provide support!

The National Co-ordinating Centre for Public Engagement (NCCPE) is supporting Engaging Libraries Phase 2 to provide support and advice about partnership matching between public libraries and universities. We can put you in touch with them during the application process for light-touch support. If this is of interest please contact us via Lucy Smith, Senior Corporate Services Officer at Carnegie UK Trust on 01383 721445 or engaginglibraries@carnegieuk.org. If you are selected as a participant for the programme on the basis of your application but do not already have a research partnership in place, NCCPE will provide more focussed, one-to-one matching support once your funding has been awarded.

c) Development Programme commitment

The Carnegie UK Trust will be co-ordinating a Development Programme which will consist of a series of face-to-face workshops with experts and an online network.

The workshops will be substantial, interactive, fast paced and challenging. There will be a series of workshops and around six online meetings. The draft timetable for the Development Programme is shown in the table on the following page.
<table>
<thead>
<tr>
<th>EVENT</th>
<th>DATE</th>
<th>TOPICS</th>
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<tr>
<td>Kickstarter 2-day Event</td>
<td>Tuesday 26 – Wednesday 27 November 2019</td>
<td><strong>Success and how to measure it</strong>&lt;br&gt;Developing great partnerships, planning for effective evaluations, and articulating value and impact.</td>
</tr>
<tr>
<td>Workshop 1</td>
<td>January 2020</td>
<td><strong>Big picture, big plans</strong>&lt;br&gt;Strategic thinking for your project and beyond.</td>
</tr>
<tr>
<td>Workshop 2</td>
<td>February 2020</td>
<td><strong>Engaging people, engaging stories</strong>&lt;br&gt;How to use marketing and communications to attract interest in your project, from potential participants and the wider world.</td>
</tr>
<tr>
<td>Online workshops 1 – 3</td>
<td>March – August 2020</td>
<td><strong>Updates, questions and quick fire discussion</strong>&lt;br&gt;Online workshops will include the opportunity to share project updates and learning across services. There will be plenty of opportunity to ask questions and discuss, as well as thematic prompts for discussion.</td>
</tr>
<tr>
<td>Workshop 3</td>
<td>September 2020</td>
<td><strong>Next steps and new horizons</strong>&lt;br&gt;Writing successful grant applications and building on success.</td>
</tr>
<tr>
<td>Online workshops 4 – 6</td>
<td>October 2020 – March 2021</td>
<td><strong>Updates, questions and quick fire discussion</strong>&lt;br&gt;As above</td>
</tr>
<tr>
<td>Celebration Event</td>
<td>May 2021</td>
<td><strong>Reflections and celebrations</strong>&lt;br&gt;Consolidating learning and celebrating success.</td>
</tr>
</tbody>
</table>
Section 5: Selection

a) Criteria

Primary Criteria:

1. The project should **energise and empower people** through engagement with **research in health, society and culture** in one of the following ways:
   a. Enable people to access, use and respond to research
   b. Enable people to value and think critically about research
   c. Enable people to play a role in formulating research

2. The project engages people in **creative and imaginative ways**, which are two-way involving activities like participation, conversation, interaction, and listening.

3. The project will enhance public libraries’ unique role as **trusted safe spaces** that are open to all and bring together people, ideas and information.

4. The project will involve an **effective partnership** between a public library or a group of libraries and a researcher or research team at a university or Independent Research Organisation (IRO), where ideas and activities are developed and delivered **collaboratively**.

5. The project will be delivered in **collaboration** with non-research partners as appropriate to the project.

6. The project will help a community **explore an issue of interest to them** or deliver an **unmet need for a community** (this can be a geographic community or a community of an interest).

7. The project creates **learning** – the project idea has the potential to generate learning for other libraries and other researchers or is scalable.

8. The project is **feasible** – the application shows an understanding of what is needed to make the proposed activity happen and demonstrates that the project could be delivered successfully with the support of the programme.

Balancing Criteria:
In addition to the primary criteria we will aim to have:

1. A geographical spread of projects across the UK
2. A mix of public libraries participating (in terms of their size and setting)
3. Variation in the scale and type of projects
4. Variation in the theme of projects
b) Selection Process

A shortlisting panel will read all the applications received. The resulting shortlist will be assessed by an external expert Advisory Group who will be responsible for selecting the final projects. Selection will therefore take some time and we anticipate being able to contact both successful and unsuccessful applicants in mid-November 2019. We will be happy to provide feedback for unsuccessful applications during December 2019.

c) Funding notes

Costs requested can include:

- direct activity and production costs including venue costs, equipment and materials (venue costs could include any internal library space that is chargeable or any external venue that you wish to use such as a theatre/cinema, pop-up space or exhibition stand)

- project travel costs – the costs of travel to relevant meetings, workshops, conferences and events (excluding the five workshop events which form part of the Development Programme as each project will receive a set contribution of £2,000 towards travel and accommodation for these events). This may be meetings with other public library services if you are submitting a joint application, meetings with those outside the sector if and where relevant or conferences that are particularly relevant to your project:
  - project administration costs where these are not already covered by other funding;
  - project publicity costs;
  - contingency – as long as reasonable and justified;
  - personnel costs directly related to the project, including backfill, salary replacement or cover and consultancy costs, project management fees; and
  - Reasonable travel costs for the researchers to meet with partners and attend activities.

The funding does not cover:

- core overheads not related to the project, e.g. heating, rent;
- expenses incurred in submitting an application;
- costs arising prior to the start date of the project;
- arts for therapeutic purposes;
- health promotion; and
- service development projects.

We do not anticipate that researchers will charge for their time. However we recognise that there may be a budget requirement in exceptional circumstances, and this can be noted on your application form within the budget section. Please ensure that this is clearly noted, along with the rationale, under the ‘direct activity and production costs’ notes section. If you have any queries on this, please feel free to contact us.

d) Advisory group

Applications will be assessed by an expert Advisory Group. The Advisory Group members are a range of experts from public libraries, public engagement organisations and research institutions.
Section 6: Additional Resources

a) Further project examples

The recent publication ‘Higher Education and Public Libraries: Partnerships Research’ contains lots of examples of projects developed by libraries and universities. Here are a few examples from the report. Please note that these have not been designed to meet the specific criteria of Engaging Libraries Phase 2.

In The Wrong Place at the Wrong Time: participating in an international research project with the University of Leeds Claudia Sternberg, a member of the Legacies of War team at Leeds University, made contact with Wakefield Library Service through her activities as part of a research and public engagement project for the First World War centenary. The investigation focused on a former civilian internment camp in Wakefield as part of a wider comparative research project with a similar camp in Germany. Claudia hadn’t originally thought of the library service but a member of library staff attended a Heritage Open Day organised by the project team and afterwards facilitated the relationship. Library volunteers, who were also active in a local history society, became a further link between the service, the project and local communities.

Leeds University Yarn project: public engagement providing proof of concept

Yarn is a publicly available online platform http://yarncommunity.org/ that has been developed by the University of Leeds School of Media and Communication as an archive engagement platform that will allow local history and archive groups to share stories and link to controlled institutional collections. They are able to share their own cultural heritage materials with other community groups, libraries, archives and members of the public. The University of Leeds has been working with Wakefield Library Service to train local history groups on how to use the tool and support them to upload their own archive content and link to other online archive content.

Unlocking the Archive: an opportunity for the library service to participate in the AHRC’s Being Human festival and to benefit from the Higher Education Innovation Fund Norfolk Libraries has an ongoing partnership with Renaissance and early-modern academics in the School of Literature, Drama and Creative Writing at UEA, which has allowed the library service to participate in the AHRC’s Being Human festival, and benefit from a higher profile in the university and additional funding from higher education sources.

Tapping into national networks: STEM Ambassadors Many researchers are signed up as STEM Ambassadors – a scheme that pairs up professionals and academics working in STEM subjects with community organisations and schools to promote STEM careers in the community. STEM Ambassadors provide volunteers that run regular and one-off events about STEM and creative digital activities in public libraries.

b) Research Centres

Lots of universities have research centres. For example, there are Wellcome funded research centres, most of which have a public engagement manager, who would be able to help you find people to work with. You can find a full list here and there are several examples below:

The Wellcome Genome Campus outside Cambridge has a large public engagement team – and a vibrant programme of events and activities. Their public engagement team would be the perfect entry point if you wanted to explore working with researchers there: https://www.wellcomegenomecampus.org/public/
The Wellcome Centre for Cultures and Environments of Health at the University of Exeter has a focus on the social aspects of health. They have a particular interest in ‘engaged research’ and in actively involving the public in their work. You can quickly find out more about this on their website: https://www.exeter.ac.uk/departments/cceh/engagedresearch/engagedresearch/

c) Useful links

The NCCPE website has a variety of useful resources on their website, including:


- The role of a public engagement professional: an introduction to the role of these key externally-facing staff http://www.publicengagement.ac.uk/support-engagement/engagement-professionals/role-public-engagement-professional

- Partnership working principles: Guidance on developing effective and equitable partnerships http://www.publicengagement.ac.uk/do-engagement/partnership-working/partnership-working-principles

- UK Community Partner Network: advice and support for organisations keen to work with universities http://www.publicengagement.ac.uk/connect-with-others/uk-community-partner-network

- Resources to support partnership development: tools to use when developing a partnership including purposeful partnership cards, which help partners explore what they hope to get out of working in partnership, and cards detailing the key parts of a partnership cycles, from finding a partner, to developing your approach, to sustaining or ending your partnership http://publicengagement.ac.uk/nccpe-projects-and-services/completed-projects/museum-university-partnership-initiative
THE PROGRAMME

How does Engaging Libraries Phase 2 differ from Phase 1?
Engaging Libraries Phase 1 focussed on public engagement on health and wellbeing topics. The scope of Phase 2 has been developed to encompass “public engagement on research in health, society and culture”. The inclusion of society and culture reflects the wider areas in which public libraries have both an interest and an impact, and applicants are free to choose which topic they would prefer to focus on.

The inclusion of research in health, society and culture stems from learning in Phase 1 which saw some really productive public library-university relationships emerge. There has been broad interest and discussion in the public libraries sector about the benefits of partnerships with universities and we wanted to give public libraries the opportunity to explore this emerging area of interest. For example see the Arts Council England report Higher Education and Public Libraries: Partnerships Research available here.

In terms of programme content, we have included a Development Programme for participants. This is because a core aim of Engaging Libraries Phase 2 is for public libraries to build on their position as trusted and safe civic spaces, at the centre of their communities through entering into partnerships with universities and others. In order to enable participating public libraries to build on their position, build successful partnerships, and for their experience of the programme to have a lasting impact in terms of their future work, it is essential that those involved in projects are offered the opportunity to develop skills in key areas and supported to connect and share learning with each other.

What are the benefits of public libraries and researchers working together on Engaging Libraries Phase 2?
We believe that communities, public libraries and researchers based at universities all have something to gain from public library-researcher partnerships:

Communities:
Being exposed to new ideas can challenge our unquestioned beliefs and values. This cultivates open-mindedness and curiosity, enabling empathy and tolerance. Being able to think critically about new ideas is essential in cultivating the ability to question and analyse, promoting autonomy and reasoned judgement. People who visit public libraries participating in Engaging Libraries Phase 2 will come into contact with new ideas from trusted sources in a trusted space. We hope this will enable them to have their curiosity sparked and critical thinking engaged through: accessing, using and/or responding to research and/or valuing and thinking critically about research, or even playing a role in formulating research.

Public Libraries:
Public libraries are exploring and changing the way in which they connect with their users; developing and adapting in order to continue delivering highly effective and engaging services for their communities. By working with universities and other “unusual friends”, public libraries can benefit from new ideas and approaches, attract new audiences through developing offers in line with their core ethos and capitalise on their ability to connect people with ideas and to one another in a safe and trusted space. We hope that this will not only enable public libraries to continue to deliver engaging offers to their local communities but also illustrate to potential partners what they have to offer as trusted and safe civic spaces at the centre of their communities.
Researchers based at universities:
The Civic Universities agenda, CSR, changes to the Research Excellence Framework and a perception of some universities as being disconnected from everyday realities has stimulated the appetite of universities to connect with and bring direct benefit to people outside of academia and become better connected to the places in which they are located. Through taking part in Engaging Libraries Phase 2, universities have the opportunity to demonstrate their civic role through engaging people with research and positively influence research by engaging with people (e.g. formulating or honing research questions and interests to ensure their relevance, or providing different ways of looking at a topic or issue). See also “How do I approach the research partnership?” on page 15 of the application pack.

Why are Wellcome, Wolfson Foundation and the Carnegie UK Trust working together on this programme?
We are interested in what happens when people, public libraries and researchers come together to explore and generate ideas. Wellcome’s focus is on health research and public engagement, and you can read more about their work here. Wolfson Foundation has an interest in research, and you can read more about their work here. Carnegie UK Trust has a focus on public libraries (read more here) and on improving interaction between academics and other sectors (read more here).

RESEARCH

What do you mean by “research” and “researcher”?
Research is a process of investigation leading to new insights. It is undertaken by a university or other body that has Independent Research Organisation (IRO) status.

Engaging Libraries Phase 2 requires applicants to work with a researcher or research team. We consider a researcher to be a person employed at post-doctoral level or above in a university or with a job description relating to research within a research body with Independent Research Organisation (IRO) status.

To what extent does my project need to be informed by and involve research?
We expect there to be variation between projects in terms of the way in which research informs the project and/or the way in which research is accessed and used within the activities. A project could be centred around an area of research – for example considering research around gut health and the microbiome, activities could help open up the research to participants, perhaps using visual methods of engaging them with concepts and findings, inviting their participation in interpreting and discussing the relevance of the findings for society or themselves. At the other end of the spectrum, projects could be informed by research, but activities could be less explicitly linked to research, whilst still underpinned by it. Using the example of gut health, concepts of varying complexity could be explored with toddlers or teenagers using different engagement methods such as a teddy bears picnic, a specifically designed board game or a theatre production.
Do I have to identify appropriate research or an appropriate research partner before I submit my application?
At the point of application, we expect you to have identified a research topic or theme that is relevant for, or could be of interest to, your community. You do not necessarily need to have identified a specific researcher, research team or a specific piece of research such as a particular book or series of journal articles, as there will be time to develop your project with the researcher if it is selected. If you would like support to connect with a potential research partner during the application phase, we would encourage you to get in touch with us. We are working with the National Co-ordinating Centre for Public Engagement (NCCPE) who can help to connect you with possible universities or researchers. NCCPE will continue to provide this support during the initial stages of the programme, so there is also the opportunity to identify partners later in the process.

How do I approach a researcher and/or university?
You can find advice on page 15 of the application pack. We are also working with the National Co-ordinating Centre for Public Engagement (NCCPE) who can help to connect you with possible universities or researchers.

What do you mean by health?
We have specified that the research you engage with should be connected to one of the following themes: health, society and culture. By specifying these areas, we are indicating that projects should relate to elements of the human experience. We have a broad interpretation of health, and health projects could be focussed on particular physical or mental health concerns or wider health topics such as skin (exploring ideas about skin and identity and discussing race and ethnicity, tattoos and piercings, and skin disorders) or breathing (touching on the biology of the respiratory system, the linked physical and psychological aspects of breathing, ideas around breathing and mindfulness or meditation). We are conscious that health has both social and cultural dimensions and are happy for these to be explored also.

Please be aware that we cannot consider applications which are primarily aimed at health promotion or delivering arts for therapeutic purposes. We are aware that libraries do hugely valuable work in providing these types of services; however, Engaging Libraries Phase 2 has been designed specifically to allow public libraries the opportunity to expand their repertoire, exploring new dynamic and discursive ways in which to connect with people to health, society and culture.

What do you mean by society and culture?
We have specified that the research that you engage with should be connected to one of the following themes: health, society and culture. By specifying these areas, we are indicating that projects should relate to elements of the human experience. Society and culture are intentionally broad and could encompass, for example: gender, kinship, history, politics, life stages and rituals, lived environments, economy, power and hierarchy, and any dimension to social relationships. This list is by no means exhaustive and there is of course an overlap between health and society and culture. For examples of what a society and culture project might look like, please see page 11 – 14 of the Application Pack.
**Do we have to deliver a project that explores health and society and culture?**

Not unless you want to! We have no preference for the number of topics a project seeks to tackle and applicants are welcome to choose which topic they would most like to focus on. We do recognise that health has social and cultural dimensions so do not worry too much about which category your project falls under – as long as it speaks to at least one of the three themes.

**What do you mean by public engagement?**

Public engagement involves creating an opportunity for people to consider, participate and debate ideas. It is a two-way process, which may involve activities like participation, conversation, interaction and listening. There is more information and examples on pages 8 – 9 and 11 – 14 of the application pack – please do refer to this section. For successful proposals to Engaging Libraries Phase 2 we want to see a wide variety of creative approaches to engagement. However, we also need to be able to see the difference that the engagement makes to the people, partners, and communities involved.

**What does not count as public engagement?**

Activities that are ‘one-way’ involving an ‘expert’ and passive listeners such as talks or lectures in a presentation style input and explanation with Q&As. Lectures can be considered public engagement activities if they are designed to be highly engaging and participatory. This could involve the opportunity for audience feedback, group discussions and other facilitated activities alongside the presentation.

**Can participants and applicants from Engaging Libraries Phase 1 apply?**

Yes. Participants and applicants from Phase 1 are welcome to apply for Phase 2. All applications will be judged according to how well the application delivers against the programme criteria for Phase 2 and on the information provided in the application form. Please note the criteria for Phase 1 and 2 are different.

**APPLICATION PROCESS**

**Who is the first port of call for queries or discussing potential ideas?**

In the first instance, please contact Lucy Smith, Senior Corporate Services Officer on 01383 721 445 or engaginglibraries@carnegieuk.org who will be happy to answer your query or direct you to the most appropriate person to speak to.

**Is there a limit to the number of applications a library service can submit?**

No. However, it is unlikely that more than two applications from a service (one as a single service and one as a joint bid) will be selected due to the need to ensure a spread of projects from across the UK. It is for this reason that we ask for the application to be signed off by your Head of Service (we ask you to confirm this on the form).

**Can public library services put in a collaborative bid?**

Yes. Each public library service may apply as both a single library service and in collaboration with other library services as a “joint application”.

**Do you look favourably upon collaborative bids between library services?**

Collaboration with other public library services is not a criterion against which applications will be assessed. As such, we welcome both individual applications and joint bids, and have no preference for one over the other. We are opening the application process to joint applications as we are keen to provide public libraries with the opportunity to work and learn together if they think this would be a beneficial approach and choose to do so.
I work for a university and would like to apply – what can I do?
We only accept applications from the public library sector. This is because we want to ensure that projects are led by the public library and we are particularly interested in supporting libraries to find new ways of doing things. However, we hope that projects will be collaborative and that both public libraries and universities will benefit from the partnerships, perhaps building lasting connections beyond the life of the project. If you work for a university and would be interested in becoming involved with the programme, please feel free to contact us via engaginglibraries@carnegieuk.org.

PROJECT IDEA
Are there any project ideas that should be avoided?
We are open to public library services bringing their own definitions and ideas of what topics come under health or society and culture, and what, within these themes, resonate for their communities. We are unable to accept those whose primary or sole purpose is health promotion, arts for therapeutic purposes or public health campaign activities. Please refer to page 9 of the application pack for more information.

Engaging Libraries Phase 2 is about enabling communities to engage with research in health, society and culture. As such, projects focused on service development are not eligible. Our funders are unable to support service development.

We expect successful applicants to be reasonably flexible with their ideas: the 3 – 6 month project development period ensures that advice secured from the expert Advisory Group and other expert project advisors and learning from the Development Programme on partnership working, strategic thinking, evaluation, marketing and communications are built into the DNA of your project – and you have the possibility of honing and developing your idea after selection. Again, for those that do not have a partnership in place at the point of application, we are conscious of the time it takes to build up a relationship.

Can I develop my idea from one of the examples or case studies in the pack or activities described in the report of Engaging Libraries Phase 1?
Yes, as long as you show why this is relevant to your library users, and show that you have developed the idea beyond the case study provided. The case studies examples are just that – examples – and there is no particular bias towards these topics. Please also note that the activities described in the report of Phase 1 relate to a different programme scope and were assessed to slightly different criteria. Applications will be marked against the criteria outlined in the pack (see page 20 of the application pack).
Does the project have to be a completely new way of doing public engagement?
No, it doesn’t need to be a world first – just something that would work in the context of your library service in terms of bringing about a difference to the people, partners, and communities involved; this could be about unearthing and examining difficult ideas, reducing stigma, challenging the way people think and feel about something, looking at things in new ways, encouraging critical thinking, and thinking about how communities and individuals can have more agency within research, and the debates about research and how it affects our lives.

Does the project idea have to be replicable and scalable?
Engaging Libraries Phase 2 is designed to be a learning process which is useful for the public libraries sector as a whole. Therefore, we will select projects that have some relevance to, or learning for, other services. This includes but is not limited to the potential replicability and scalability of the proposed project.

Do you have a preference for a one-off public engagement initiative or a series of activities?
No – part of the balancing criteria is to have a range of projects being funded by the programme to ensure, as far as possible, balance in the type of activities proposed by public library services.

Can I change my project idea after being selected for the programme?
We expect that there will be elements of your project that will change and develop in the early stages of the programme. In particular, we expect the project to adapt in line with any advice from the Advisory Group and encourage participants to be open-minded about what they may wish to alter following the workshops early on in the development programme. However, the broad outline – such as the topic and the overall aims – should reflect the application you submitted as you would have been selected on the basis of this brief. For more information on this, please refer to pages 6 – 7 of the application pack.

Can applications be aimed at extending or developing existing projects?
Yes. However there must be a notable change to or expansion of the activity and the project must meet the criteria for Engaging Libraries Phase 2. Please ensure that the project is adapted as necessary so that it delivers public engagement activities using research on health or society and culture. Please refer to the Application Pack for more detail. The table below demonstrates that types of application that we can accept.

<table>
<thead>
<tr>
<th>TYPE OF APPLICATION</th>
<th>NEW IDEA</th>
<th>NEW IDEA TO SCALE</th>
<th>EXISTING IDEA TO SCALE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application from a single library service</td>
<td>A brand new idea which you will pilot within one or more library branches</td>
<td>A brand new idea which you will pilot within one or more library branches, and then roll-out to other branches in your service within the lifetime of the programme</td>
<td>An idea you have already piloted, and wish to roll-out across your library service</td>
</tr>
<tr>
<td>Joint application (two or more library services)</td>
<td>A brand new idea which you will pilot within two or more library services</td>
<td>A brand new idea which you will pilot within one or more library service, and roll-out to one or more services within the lifetime of the programme</td>
<td>An idea that has already been piloted and will be rolled-out across two or more library services</td>
</tr>
</tbody>
</table>
FUNDING

Do you have a preference for low cost or high cost projects?
No – the range in programme funding reflects making the programme to be accessible for all types of public libraries and for a range of activities.

What can the funding be spent on?
Please refer to the funding notes on page 21 of the application pack. Please note that we are keen for the partnerships between public libraries and universities to be collaborative and mutually beneficial, and therefore there is an assumption that researchers will not be paid for their time out of project funding. However researcher time can be costed within the project budget in exceptional circumstances where there is a clear rationale for this.

Can the funding go towards covering staff time?
You can claim personnel costs directly related to the project, including salary replacement or cover, consultancy costs and project management fees.

Is it okay to look for other sources of funding to help deliver the project?
Yes, we welcome applications from projects that have other sources of funding, however you do not need to find match funding in order to be eligible for the programme. Having match-funding is not a criterion against which applications will be assessed and we have no preference as to whether or not projects have this.

WORKING WITH PARTNERS

Could the research partnership include support with evaluating our work?
We are aware that public library-researcher partnerships around evaluation can be very useful; however it is not the focus of the Engaging Libraries programme and is outwith the remit for this scheme. An external organisation will be undertaking an evaluation of the programme and will support each project with evaluating their work.

WORKING WITH OTHER PARTNERS

What do you mean by collaboration? Is there a particular kind of organisation or person that public libraries have to collaborate with?
All public libraries must partner with a researcher or research team to deliver their project. In addition to this partnership, we encourage public libraries to collaborate with one or more organisations that can add value to the project. Collaboration means working together with someone or a group of individuals to reach a shared goal. We would encourage public libraries to think broadly and creatively about working with other organisations or individuals – for example, this could be a business, local charity, school, midwife, artist, comedian, musician or film-maker.

Does the public library service have to approach non-research partners prior to applying?
We believe that collaboration with other partners will be of great benefit to your public engagement project, and having agreement in principle from potential partners will be looked on favourably. However, we are also open to providing assistance in approaching relevant partners should you be successful in your application.
SUPPORT

What kind of support will the library service get during my time on the project?
The Engaging Libraries staff team will be on hand to support you through the course of the project. The Carnegie UK Trust will provide support with practical issues around your contract with us, when you will receive the funding, and general information and advice around the programme and Development Programme.

The Development Programme is designed to support learning, build connections and share learning amongst the Engaging Libraries participants. We expect to have expert speakers presenting at the various workshops. See FAQs relating to “Development Programme” in the next section.

The programme will also be evaluated by an external body who will contact you at regular intervals to gather information about your experience. This will be clearly outlined during the kickstarter workshops.

The National Co-ordinating Centre for Public Engagement (NCCPE) are involved in supporting Engaging Libraries Phase 2 to provide support and advice about partnership matching with between public libraries and universities. We can put you in touch with them during the application process for light-touch support. If you are selected on the basis of your application but do not have a research partnership in place, NCCPE will provide more focussed support.

Who will be able to access the support if there are a number of members of staff are involved in the project?
One person should be nominated as the designated key contact from the library. Two people are invited to join the Development Programme (see next section).

DEVELOPMENT PROGRAMME

What is the Development Programme?
Engaging Libraries Phase 2 will provide a Development Programme for participants. It will consist of a series of face-to-face workshops with experts and an online network. You can find more information including a draft schedule within the application pack.

Where and when will the Development Programme be delivered?
The workshops will be held in central London. Please refer to the table in the application pack regarding the draft schedule.

Who covers the cost for participating in the Development Programme?
A £2000 contribution towards travel and accommodation costs will be provided in addition to your project grant. If you think that travel and accommodation costs for one person would exceed the £2,000 budget due to your location or otherwise, this can be discussed post-selection. There is space in the application form to tell us if you require budget for staff backfill. The first workshop will require one overnight stay, possibly two, depending on where you are located in the UK.
Who should engage with the Development Programme if there are a number of members of staff involved in the project?
Up to two people are invited to join the Development Programme. We recommend that these people are those most directly involved in developing and delivering the project in the public library. This is to ensure that any learning is taken on by those who most require it and that the learning is channelled directly into the projects we are supporting. We also require this in order to facilitate the building of meaningful relationships and networks of support among Engaging Libraries participants from across the UK.

Do we have to engage with the Development Programme and attend the face-to-face events?
Yes – participation with the Development Programme is mandatory for all successful applicants. Engagement with your Engaging Libraries peers and sharing learning is an essential part of the programme.

Can I change my idea after engaging in the workshops held between November and February?
We expect that there will be elements of your project that will change and develop in the early stages of the programme. In particular, we expect the project to adapt in line with any advice from the Advisory Group. We encourage participants to be open minded about what they may wish to alter following the workshops early on in the development programme and have front loaded the workshops for this very reason. However, the broad outline – such as the topic, the overall aims, and the core activity – should stay the same as your project would have been selected on the basis of this brief.

OTHER

How will you use my data?
The Carnegie UK Trust is committed to ensuring that your privacy is protected. By filling in the application form you ‘Consent’ for and ‘Contract’ us to use the data in order to process your application. Your data is only used for the purposes of processing the application. We do not pass your data to third parties unless required to do so by law, in order to verify the detail contained in your application or to share with relevant persons considering your application – that is those on the shortlisting committee and the Advisory Group. We will hold your personal information on our systems for as long as is necessary for the relevant activity, or as long as is set out in any relevant contract you hold with us.

Please get in touch if you have any further/other queries. We’re happy to help!
Engaging Libraries Phase 2 is a partnership between Carnegie UK Trust, Wellcome and the Wolfson Foundation.

Wellcome
Wellcome (www.wellcome.ac.uk) believes that everyone should have the opportunity to explore, challenge and shape science and health research, because health matters to everyone and everyone can play a role in improving it for themselves and society.  
@wellcometrust

Wolfson Foundation
The Wolfson Foundation (www.wolfson.org.uk) is an independent charity that supports and promotes excellence in the fields of science, health, education and the arts and humanities. Since it was established in 1955, over £900 million (£1.9 billion in real terms) has been awarded to more than 11,000 projects throughout the UK, all on the basis of expert review.  
@wolfsonfdn

Carnegie UK Trust
The Carnegie UK Trust (www.carnegieuktrust.org.uk) works to improve the wellbeing of people across the UK and Ireland, with particular focus on disadvantaged groups. The Trust supports public libraries in their role as a significant and effective contributor to the wellbeing of individuals and communities.

Contact details
The Carnegie UK Trust staff working on Engaging Libraries are:

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