**Knowledge Exchange & Public Engagement Awards 2017**

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| 1. **Award Category** |  |
| 1. **Name(s) of Nominee(s)** |  |
| 1. **Name of Nominator** |  |
| 1. **Short Description (100 Words)** |  |

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| 1. **Full Description (1000 Words)** |

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| **By submitting this form, you are agreeing that, in the event of being shortlisted for the Award, you will work with staff in Research & Innovation to prepare a case study on the subject matter contained in this nomination, which may include text, photographs, audio and video material. This material will be made available in the public domain.** |

1. Insert the full title of the Award for which this nomination is being made.
2. Insert the title and full name of the nominee(s).
3. Insert the title and full name of the nominator. Nominators should not be members of the shortlisting or awarding panels.
4. Set out a short description of the project, initiative, work and/or person(s) on which the nomination is based. In the event of the nominee(s) being shortlisted for the Award, this short description will be published as part of the shortlist. It is important therefore, that it is self-contained (i.e. does not rely on other information contained in the form), is readily comprehensible to non-expert readers, and is free from jargon and acronyms. It is not necessary to use the full 100 words but any words in excess of the 100 word limit will be disregarded by the judges.
5. Set out a full description of the project, initiative, work and/or person(s), explaining how it meets the criteria for the Award. It is not necessary to repeat text in the short description, as judges will read both. The description should contain all the information necessary for the judges to assess the nomination against the criteria. It should not contain links or references to external information, testimonials or resources. Where such are relevant to the nomination, they should be included in the text. It is not necessary to use the full 1000 words but any words in excess of the 1000 word limit will be disregarded by the judges.