

CPE Engagement Fund FAQs

Can PPIE activities be funded?

Yes, the Engagement Fund can support PPIE (patient and public involvement and engagement) activities. However, the fund is designed to support a range of activity spanning public engagement, civic engagement, community engagement and PPIE.

Why must applicants have a contract that runs until at least 31 July 2027?

The fund operates within an annual funding cycle, and all allocated funding must be spent by 31 July 2027. The requirement is intended to maximise the likelihood that projects can be delivered successfully within the funding period.

Can collaborators be from outside Queen Mary?

Yes. Collaborators can include academics from other universities and external partners. However, the project must maintain a clear connection to Queen Mary and remain focused on engaging public audiences rather than academic audiences. In most cases, paying salaried academics outside Queen Mary would not be considered an eligible cost. Applicants should discuss specific circumstances with the CPE team.

Can NHS colleagues be involved in applications?

Yes. NHS staff and collaborators can be involved and may be appropriate as co-applicants or project partners, depending on their role in the project.

Do I need co-applicants?

No. Projects can have a single lead applicant. Collaborators can be involved without being named as co-applicants. Enabling collaboration (i.e. projects engaging with external partners) is a funding priority, however.

How many co-applicants can a project have?

More than one co-applicant can be included. The application form only provides space for one co-applicant, so applicants should list multiple co-applicants in the same field.

Can funding be combined with other funding sources?

Yes. Match-funded projects are permitted. Applicants should clearly identify which costs are being requested from the Engagement Fund and which will be covered by other funding sources.

Can the fund be used to purchase equipment?

Generally, no. HEIF funding cannot be used for significant equipment purchases. However, small items or equipment essential for delivering engagement activities may be

considered where there is a clear justification and the equipment is not already available elsewhere within the university.

Can software licences be funded?

Potentially. Applicants are encouraged to discuss software-related costs with the CPE and submit draft budgets for review before applying. Eligibility will depend on how integral the software is to the engagement activity.

When will I hear whether my application has been successful?

Applicants will normally be notified within four weeks of the deadline.

What is the difference between the two funding rounds?

The key difference is that applications for **large grants (£5,000-£10,000)** can only be submitted in Round 1. This is because successful projects need sufficient time to spend funding before 31 July 2027. Otherwise, there is no substantive difference between the rounds.

How do I pay community partners or participants if my application is successful?

The CPE team provides guidance after awards are made, including advice on paying organisations, individuals, public contributors and community partners. Applicants are encouraged to engage finance colleagues early in the process

Are activities outside of East London fundable?

Yes, the fund can support engagement activities taking place regionally, nationally or internationally. However, supporting place-based activities in East London is a priority for the fund.

Can the fund be used for consultants with specialist skills in co-production?

If you can demonstrate that there is not the expertise in-house within Queen Mary already, or that hiring an external to facilitate this with you adds value to the engagement, the panel would be willing to consider it.

Can established projects be funded for new activities or are you looking for entirely new projects?

New activities or engaging new audiences within existing projects are eligible, but the programme can't fund an established project as is - e.g. extending what is already taking place.

Is there a limit on how many times we can apply for the fund? If they are applying for different projects

No, but applicants should be aware they will be competing with themselves if they are submitting multiple applications of different sizes in the same round.

Do artists count as 'public' or 'industry'? Or 'audience' or 'partners'?

Artists are considered as a community within 'public', and also as partners/collaborators within your application. It will depend on the motivation and why you want to engage, and on the mutual benefit, but engagement of this group is eligible.

Does 'public audience' include staff working in social care or primary care?

It will depend on the motivation and why you want to engage. Applicants should discuss specific circumstances with the CPE team.