Collaboration Building Workshop 2021

Information for participants

### 9 - 24 September 2021

The Tackling Air Pollution at School (TAPAS) Network will run an online Collaboration Building Workshop, with the aim of connecting researchers, innovators and education practitioners from within and beyond the Network, to fund new research ideas. Please read this information sheet before completing your application. The online format will involve a mixture of scheduled sessions (called Lab sessions) and unscheduled activities (called Cafe sessions) that participants can organise around their other commitments. Lab sessions will take place between 10:00 and 15:00 to enable participation for those with caring commitments.

# Purpose

To offer a space for exploration of new research ideas that address key topics identified so far by the TAPAS Network, and to foster new collaborations and award funding to multidisciplinary project teams that may then go on to develop these ideas further, through future funding calls, for example. We want to encourage participants to think innovatively about challenges and solutions in improving air quality in and around schools.

We will be addressing the following question:

“How can we deliver timely and effective interventions to improve air quality at school?”

Project proposals will not be restricted to any one subject area, but research that addresses the following themes will be welcomed:

* Prioritisation of possible solutions for tackling air pollution at school
* Engaging schools in improving air quality - including citizen science approaches, curriculum development and approaches that consider how to engage teachers
* School air quality & health: including the health burden of indoor vs outdoor exposure
* How models may help us better identify impactful interventions to reduce air pollution in and around schools

All projects should consider how they will build dissemination to schools into their proposal (and Mentor support will be available on this topic).

# Who is it for?

Attendance at the workshop is open to TAPAS network members and those outside the network who share our ambition to tackle air pollution at school, including academics, those from industry, education, local and national policy and the third sector. There will be a competitive application process for funds for small projects/scoping studies as part of the workshop. The workshop will be particularly suited to Early Career Researchers.

We are looking for:

* people enthusiastic and able to communicate across disciplines and bring a range of perspectives
* a diversity of professional backgrounds
* participants who will be able to attend the whole event. ​

We are particularly interested to hear from teachers, educationalists and those with direct experience of/interest in the education sector.

The TAPAS management will select applicants to attend the workshop based on:

* Potential to build collaborations beneficial to the topic area, based on application form responses;
* a good balance of expertise from a range of disciplines;
* a range of career stages (early career researchers are particularly encouraged to apply)
* Eligibility for funding (please note PhD students are not eligible to receive funding).

# What will I get out of it?

* Participate in a supported, professionally facilitated process to develop new collaborations and ideas
* Develop your professional network outside of your own institution
* Benefit from input and feedback from peers and mentors
* Gain experience in developing funding proposals and pitches
* Learn more about innovative online meeting techniques to inform future online collaborations
* Opportunity to develop new collaborations that can leverage larger funding pots in the future

# Funding Opportunity

The TAPAS Network has up to 40k to support small projects and scoping studies Funding will be awarded during the workshop itself (up to five awards of max. £8k).

# TAPAS Collaboration Workshop Agenda

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| **Thursday 9th September**10:00-12:45 | **Kick-Off**An opportunity to meet the organizing team and mentors, to get to know the participants and to understand the funding/attendance requirements of the process. There will be an opportunity to find out more about the digital tools that will be integrated in our Zoom sessions (Mural and Dot Storming) |
| **Monday 13th September****Lab #1****10.00 – 13.00** | **Collaborative Conversations**The focus will be on having conversations and getting to know each other and the Mentor team whilst exploring the topic. This will provide you with a relaxed opportunity to get to know others in the group, and to find out more about each other's skills and interests  |
| **Tuesday 14th/Wednesday 15th September****Cafe #1****1-2 hours** | **Getting to Know You Challenge**You will continue developing your network by completing 2 or more short interviews with other participants asynchronously over a virtual coffee to get to know them more. You will add information to your interviewee’s profiles to highlight their collaborative potential |
| **Thursday 16th September****Lab #2****10.00-13.00** | **Challenges and Connections**The aim of this session is to think innovatively about challenges and solutions in tackling air quality at school and continue to foster interesting collaborative connections. There will be a reminder of the funding criteria to support you in generating ideas that are appropriately innovative! |
| **Thursday 16th - Monday 20th September****1-2 hours****Café #2** | **Collaborative Possibilities**Sharing of initial “What if” ideas for small scale funding projects – linking to the key themes or going beyond these. You will be expected to contribute to the development of these ideas by providing feedback on, commenting on, and in the final round voting on the ideas submitted. **Deadline for Submission: 9.00 Monday 20th September****Voting Opens 14.00 Monday 20th September and closes 8.00 Tuesday 21st September** |
| **Tuesday 21st September****Lab #3****10.00 – 15;00 (lunch ~12.30)** | **Developing Challenge Ideas****Part One:** This will be an open forum where you can share the ideas from the previous stage that you are personally interested in developing further. Collaborative project teams will gradually start to take shape over the morning session.**Part Two**: The mentors will work with the evolving teams to help to shape the ideas by providing options, suggestions and sometimes challenges. The session will finish with a pitch from each of the collaborative teams. |
| **Wednesday 22nd- Thursday 23rd September**2-4 hours**Cafe #3**  | **Funding Proposal Writing**The ideas will be further developed into formal submission proposals and a draft proposal outline is submitted by 23rd September at 12.15. A presentation - with no more than 3 slides is prepared for Friday and must be uploaded to the shared platform by 9.30 |
| **Friday 24th September****Lab #4****10.00 –12.30/****14.30 - 15.00** | **Funding Presentations and Decisions**10.00 All ideas are presented to the whole group and short verbal/written peer feedback given in the morning session14.30: Feedback provided from the Assessment Team and where possible funding announced, next steps discussed and lab celebration  |

**Please note that 100% attendance is required to be eligible for Small Project/Scoping Study funding. Before applying, please ensure that the dates and times are blocked out in your diary.**

# Dates and practical information

**Meeting platform:** Primarily using Zoom, with other online technologies for capturing discussion points and ideas. It is preferable for participants to use Zoom through the app, rather than through a browser or on Chromebook or iPad, as this limits functionality.

**Cost:** The workshop is free to attend for network members.

**Timeline:**

Workshop attendance applications open: July 12, 2021

Deadline for workshop applications: July 30 2021

Announcement of successful workshop applications: August 16 2021

Workshop dates: 09 - 24 September 2021

If you have any questions about the workshop, please email sb2257@cam.ac.uk

**To Apply for the Collaboration Workshop please** [**go to our website**](https://tapasnetwork.co.uk/collaboration-workshop)**, download the Application form and email it to** **Sophy Bristow****.**