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| **Sir Graham Smith Award 2024: Application Form**  Before completing this form, please read the *Information for Applicants 2024* document. Confirm that your application meets the eligibility criteria for the Award.  Then complete all sections of this form and return it to us by email at [admin@probation-institute.org](mailto:admin@probation-institute.org) by 31st Jan 2024.  If you have any questions about your application, contact Helen Schofield (Probation Institute Acting Chief Executive) or Jane Dominey (Chair of the SGSA Selection Panel) ([Helen@probation-institute.org](mailto:Helen@probation-institute.org) or [jad78@cam.ac.uk](mailto:jad78@cam.ac.uk)). | |
| **Your Details:** | |
| **Full name:** |  |
| **Email:** |  |
| **Alternative email (optional):** |  |
| **Phone:** |  |
| **Employer:** |  |
| **Employment address:** |  |
| **Current job title/position:** |  |
| **Relevant Experience:**  *Please provide a brief overview of your career background as a practitioner in probation and community justice. If you have any prior experience in evaluating practice or carrying out research please also mention this here. (Note: applicants are not required to have any prior research or evaluation experience.)* | |
| **Your Research Proposal:**  *Please complete all sections below, not exceeding the word limits.* | |
| 1. **Please provide a brief description of the topic you are proposing to research, including the questions it will address (word limit: 250 words)** | |
| 1. **Why do you feel that this topic merits research? (word limit: 250 words)** *(Tip: consider what the potential is for the research to contribute to a better understanding of the impact of probation and community justice. Why would practitioners, providers, and policy makers find the research useful? If you know of existing academic literature and research on the topic, explain how your proposal would add value?)* | |
| 1. **What will the precise scope/parameters of your research be? (word limit: 250 words)**   *(Tip: identify what is included and excluded from the scope of your research. What outcomes will you be measuring and analysing? Are there geographical and organisational parameters to the research? Please remember that the Award is for a time-limited piece of research and this practical limit should be realistically reflected)* | |
| 1. **Please provide an overview of your proposed research methodology and associated ethical considerations (word limit: 500 words)** *(Tip: what data do you plan to collect and how will you do this? How will you access research participants/data sources? How might you analyse your data? What are the ethical considerations or issues with your proposed research and how do you plan to address them?)* | |
| 1. **Please provide an approximate timescale for your research** *(Tip: pay attention to the outline timescale in the Information for Applicants document)* | |
| **References and Confirmation of Employer’s Support**    Please send this application along with two references.   1. Your employer reference should confirm that your application has the organisation’s support and that you will be provided with the time and access to data needed to undertake your project. 2. The second reference should address your suitability to undertake a small-scale research project. This might be provided by an academic who knows you from a previous period of study or from someone in your employing organisation with an understanding of the research process.   Each reference should not exceed 250 words. | |
| Successful applications will be shared with members of the Probation Institute Academic Advisory Panel who will be invited to act as research mentors or facilitators.  Unsuccessful applications will be stored by the Probation Institute for a period of 18 months in case further relevant opportunities arise. The Probation Institute will not share unsuccessful applications with any third parties without your consent.  **Statement:**  I have read the *Information for Applicants document* and am applying for a Sir Graham Smith Award. I consent to the Probation Institute using the application information as described above:  SIGNATURE:  DATE:  PRINT FULL NAME: | |