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**Our World From Space Phase 2**

**Application Form**

**[Your Organisation Name]**

## Details of primary contact for Our World From Space:

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| Organisation: |  |
| Email address: |  |
| Organisation website: |  |

**Please confirm the following before completing the application form (to be eligible, all applicants must have answered yes):**

|  |  |
| --- | --- |
| Your organisation has the experience to foreground Space science, content, people and/or places within your engagements | Yes/No |
| Your organisation has a community partnership in place that will enable your work with chosen underrepresented community groups in your region | Yes/No |
| Your organisation is a member of ASDC and will remain a member throughout the duration of this programme | Yes/No |
| The CEO or member of the senior management team of your organisation fully supports this proposal | Yes/No |

**Please consult the Invitation to Participate in full and then address the following sections.**   
  
*ASDC adheres to an ethical funding code and would like to reaffirm ‘our commitment to you’, as detailed in the Invitation to Participate. Please don’t hesitate to get in touch during the application process to discuss any queries or challenges.*

## Programme overview

Please provide an engaging overview of your planned programme. Include a summary of the types of engagements you are planning with participants and how they link to the OWFS themes and the current proposed timeline of your delivery. Please also include how you plan to deliver on the key programme goals as described in the Invitation to Participate.   
*(Max 500 words)*

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## Which community-based groups are you choosing to work with and why?

Please explain which community group/s you have chosen to engage with for this grant and why they align with the key target audience of those traditionally underrepresented in the space industry, or as defined by your own regional understanding. Include a brief description of any history working together or whether it is a new partnership. *(Max 300 words)*

|  |
| --- |
|  |

## UK Space science, research, skills and innovation In this section please:

## Share your passion and experience for communicating space science with your audiences.

## Include details of the areas of space science that will be the focus of engagement activities that align with the content areas of *Our World From Space*

## Include any connections or partnerships with local industry and research (if relevant).

*(Max 200-300 words)*

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|  |

## Summary table of anticipated engagement deliverables

Please fill in the table below as best you can with the anticipated sessions, and approximate numbers you plan to engage, demonstrating how you will reach the target of 600 interaction hours with this grant. This includes the families, teachers, and community leaders participating and relevant training sessions. Feel free to add explanatory details.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Type of event or activity** | **With Whom?**  **Eg, ages 10-12, home educated** | **Number of interactions or sessions** | **Number of participants per event or session** | **Length of interaction per session**  **Eg 10 mins, 1 hour** | **Total Interaction hours** |
| Satellite Workshop | Young carer group age 10-12 | 4 | 12 | 1 hour | 48hrs |
| Community day event | Families from x area | 1 | 100 | 10mins | 10 hours |
| Planetarium Show | Home educated group | 1 | 50 | 30mins | 25hours |
|  |  |  |  |  |  |
| **TOTAL** |  |  |  |  |  |

## **Your indicative budget for the £9,000 grant (inclusive of VAT)**

The below budget should demonstrate £9,000.00 well spent. We require realistic consideration of the budget required to engage and build partnerships, deliver activities and collect data for the national evaluation. We also would like to see a clear outline of whether any of the grant will be going to the youth/community partner to support participation in the programme. This budget does not include the £1000 equipment grant which is in addition to the £9,000 delivery grant.

|  |  |
| --- | --- |
| **Expenditure (add details, budget lines and adapt table to suit your project)** | **Total Cost** |
| *E.g. Science Centre Staff costs* |  |
| *External Staff/Consultant costs (e.g. Youth leader staff costs)* |  |
| *Travel and Subsistence for youth group* |  |
| *Venue hire* |  |
|  |  |
| **TOTAL (including VAT)** |  |

*Please note you are free to change or delete the budget lines*

## Development Fee

Please read the note on the ASDC Development Fee on our [website](https://www.sciencecentres.org.uk/about/asdc-development-fee/). The delivery and equipment grants are restricted, for the delivery of the project. As such, the ASDC development fee of £540 cannot be part of your grant for this programme and must come from another budget. The development fee is calculated at 6% of the delivery grant we have not included the equipment grant.

**For this project the Development fee would be:**

|  |  |  |
| --- | --- | --- |
|  | **Grant** | **Total** |
| **Amount from ASDC to each Science Centre** | **£9,000** | **£540** |

Please can you indicate below whether you intend to pay this Development Fee for this grant, alongside the other commitments for the project.

## Commitment of your organisation:

## Please confirm your organisation’s commitment to supporting the evaluation and reporting process through the different measures listed below.

|  |  |
| --- | --- |
| Agree to the commitments outlined in the Commitments of selected organisations section of the Invitation to Participate | Yes/No |
| Collecting and reporting the required metrics in the manner decided by you and agreed with ASDC for the Interim and Final report | Yes/No |
| Collating evaluation data from your participants in the agreed format that has been approved by the evaluator and your community partner (if relevant) | Yes/No |
| Completing and submitting final reporting requirements, including participating in an exit interview at the end of your delivery (by February 2026) | Yes/No |
| Taking photos of delivery at key workshops and events to share with ASDC | Yes/No |
| Attend online check-in call with the project manager to share updates, changes to delivery or any challenges | Yes/No |
| Paying the development fee | Yes/No |

**If you have answered No to any of the above, please contact the project manager and explain why otherwise your application may not be put forward to the review panel.**

## Confirmation of application

**Name of applicant ………………………….............................................**

**Position……………………………………………………………………………………………………  
  
Signature of applicant ………………………….............................................**

Please use a digital signature (a pasted .jpg, .png, gif etc. is acceptable)

**Date ………………………….............................................**

**By signing this application you are also agreeing to the following:**

* Data protection - you are happy for ASDC to share your contact details and application with UK Space Agency.
* If successful you agree UK Space Agency or ASDC may celebrate a summary of your successful application in a press release or online, and list you as a partnering centre.
* If successful, you are happy for us to share your organisation’s name and logo on the ASDC and partner websites and publications, and UK Space Agency may do the same.
* That you will promote the project on your website and via social media.
* You are happy to comply with all branding and logo requirements set out for the project.

## Submitting your application

* Please re-save this application form in the following format:   
  **‘OWFS Phase 2 application – name of your centre’.**
* **Please email your application by 30th September 5pm to** [admin@sciencecentres.org.uk](mailto:admin@sciencecentres.org.uk) or request an extension with a valid reason
* Please ensure you get an email response within 24 hours.
* If you are unsure whether to apply or would like to ask any questions please email the Project Manager, Vicky Hull. [vicky.hull@sciencecentres.org.uk](mailto:vicky.hull@sciencecentres.org.uk)

**Deadline for Applications: 5pm Tuesday 30th September 2025**