

GUIDANCE DOCUMENT FOR THE PRESIDENT'S AWARDS FOR RESEARCH EXCELLENCE: OUTSTANDING RESEARCH TEAM

The Award for Outstanding Research Team celebrates the achievements of research teams at Imperial. This award category offers a maximum of two awards, including up to one Medal for an Outstanding Research Team.

Excellence should be demonstrated through evidence of:

- Outstanding research that delivers impact within and across disciplines
- International standing of the team in research field/theme
- Impact and beneficial contribution to Imperial
- Fostering an inclusive and diverse culture
- Consistent role modelling of the [College values](#) and behaviours in everything they do

Multidisciplinary teams are particularly encouraged to be considered for an award.

Eligibility

- The team must comprise at least five staff members and be led by an ICL academic at lecturer grade or above (this academic lead contact is responsible for dissemination of team correspondence from the award organisers to other team members and, if successful, dissemination of team certificates)
- Nominations can be made by any ICL staff member
- Self-nominations are permitted

Entering the nomination (please additionally refer to the user guide document for the awards system)

- A single nomination form should be completed for each nominee. It is strongly recommended to notify the nominee of the intention to propose them for this award.
- When proposing a team, the name for the academic lead contact (who will receive communications from the award organisers and should be at lecturer grade or above) should be used in the "nominee" field, and the details of other team members included in the 'Team' field of the nomination form. Please only include team members that actively contributed to the activities outlined in the evidence submitted, and provide sufficient detail that the eligibility requirement of five Imperial staff members can be confirmed.
- A nomination overview summarising key points of the reasons for nomination should be completed. Details can be included in later sections of the form.
- Evidence should be provided for each of the award criteria (this should be written for a non-expert audience and specific examples given where appropriate):
 - Team's academic excellence within and across disciplines (e.g. grant success, outstanding publication record, academic impact)
 - Extent of impact within and across disciplines
 - The team's international standing
 - The beneficial effects their work has had on Imperial College London
 - Fostering an inclusive and diverse culture
- A statement of support should be provided by an independent third party external to Imperial
- There is a 4000 character (approx 300 word) limit for each free text section.
- The selection panel will ONLY draw on the evidence presented in this form when making their decisions, so please ensure a good case is presented for submission.
- No attachments are permitted for this award category.

Selection criteria

Each selection panel member is asked to score every nominee in the award category (with the exception of those with which there is a conflict of interest) and provide a score for each of the criteria presented above.

The scores are assigned only on the strength of the evidence presented in the application form in demonstrating that the nominee meets each of the award criteria.

The panel are also asked to consider, for each of the criteria, what makes the nominee stand out and what the impact has been of their actions/research.

What makes a good nomination?

Ensure a good case is presented for submission, as the selection panel will only draw on the evidence presented within the nomination	Nominations without evidence for the relevant criteria will not be taken into consideration
--	--

The submission should be written for a non-expert audience and specific examples given where appropriate	Without detailed examples of their work, the selection panel can't review how the nominee has gone above and beyond their normal remit
Detail positive attitudes and behaviours they have exhibited that is in line with our College Values	The nomination should not be a cv, instead highlight information on the benefits achieved and how these were evaluated
Showcase the real and tangible improvements and outcomes of the nominees' work. What has changed as a result of their involvement/initiative? Include evaluation data as evidence.	