**Annual Personal Research Plan**

**From:** / / **To:** / /

# Personal details

|  |  |
| --- | --- |
| Name |  |
| Department |  |
| Position (and FTE) |  |
| Mentor/ Director of Research (DoR) |  |
| Research Group/ Cluster affiliation |  |

1. **Review of previous PeRP**

**Summary of completed research activity over the last year**: Please attach a report of your research activity from PURE with details of any internal and external funding applications, research outputs, research activities, etc.

1. **Researcher’s comments**

Please comment on your research activity over the last year including, how well the objectives laid out in the plan have been met and any factors that may have hindered your progress.

1. **Mentor/ DoR’s comments**

Please comment on how well the objectives laid out in the plan have been met and if they have not, whether any additional support or action needs to be taken to ensure progress can be made in the next year.

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| --- | --- | --- | --- | --- |
| **Signed** |  | ***Researcher*** | **Date** |  |
| **Signed** |  | ***Mentor/ DoR*** | **Date** |  |

# Plan for the next year

This section is designed to form a strategy for your research over the next year. Please date any additions you make (using the ‘date added’ field) so that progress against your original agreed plan can be monitored.

## Funding applications

Please include all planned internal and external funding applications, adding a new row to the table for each planned application as necessary.

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| --- | --- | --- | --- | --- | --- | --- |
| **Date added to plan** | **Title / topic**  | **Identified funder/s** | **Proposed collaborators** | **Proposed submission date**  | **Comments (inc. how this application might fit into a longer term strategy)** | **Progress update** |
|  |  |  |  |  |  |  |
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## Un-funded research projects

Please enter details of any planned or on-going activity not attached to a funded research project, such as fieldwork. Include details of the likely outcomes of this work, e.g. new collaborations or funding applications.

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| **Date added to plan** | **Title / topic**  | **Type of research activity**  | **Potential outcomes** | **Comments (inc. how this research might fit into a longer term strategy)** | **Progress update** |
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## Research outputs

Please include all planned outputs, adding rows to the table as necessary. The section ‘100 words on the originality, significance and rigour of the proposed output’ reflects the REF requirements for submitted outputs. Please refer to the document ‘Research output quality criteria’ (<https://www.aber.ac.uk/en/media/departmental/rbi/staff-students/refresearchmonitoring/ref2021/REF2014-Research-Output-Quality-Criteria-EN.pdf>)

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| **Date added to plan** | **Title / topic**  | **Target location/ journal**  | **Proposed date of submission** | **Potential REF2020 output? Y/N** | **Up to 100 words on the originality, significance and rigour of the proposed output (required for intended REF outputs only)** | **Target journal REF ‘2021’ Open Access compliant? Y/N or N/A** | **Progress update** | **If ‘accepted’, recorded on PURE? Y/N** |
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## Enterprise activity

Please include all planned enterprise activity including: consultancy; contract research; collaborations with business; Government or agencies; licencing and IP; knowledge transfer partnerships (KTPs); KESS or ATM. Please add rows to the table as necessary.

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| --- | --- | --- | --- |
| **Date added to plan** | **Title / description** | **Timeframe for activity** | **Progress update** |
|  |  |  |  |
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## Impact activity

Please include all planned impact activity, including details on what evidence you will collect. Please add rows to the table as necessary.

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| **Date added to plan** | **Title / description** | **Affiliated research project/ output**  | **Timeframe for activity** | **Who/ What will the impact be on?** | **What will be the extent of the impact?** | **Evidence to be collected** | **Progress update** | **If complete, recorded on PURE? Y/N** |
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## Other research-related activities

Please enter details of any other planned or on-going research-related activity e.g. panel membership, editorships, conference organisation, etc.

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| --- | --- | --- | --- | --- |
| **Date added to plan** | **Title / description** | **Timeframe for activity** | **Progress update** | **If confirmed, recorded on PURE? Y/N** |
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## Training and support

Please note any training and support needs identified for the next year including, specific time required within the WAMM. These can include support or training from outside or within AU, including training from service departments such as the Department of Research, Business and Innovation.

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| **Date added to plan** | **Title / description** | **Why is this training/ support required?**  | **Timeframe for activity** | **Training received? Y/N** | **Progress update** |
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1. **Summary of plan**

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| --- | --- |
| * **Funding applications**
 | * **Enterprise activity**
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|  |  |
| * **Un-funded research projects**
 | * **Impact activity**
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|  |  |
| * **Research outputs**
 | * **Other research-related activities**
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|  | * **Training and support**
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We confirm that this personal research plan sets out the research objectives for the individual for the forthcoming year; that they are appropriate to the individual’s career stage and that they will contribute to the wider objectives of the department towards the delivery of the University’s strategic aims.

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| --- | --- | --- | --- | --- | --- |
| **Signed** |  | ***Researcher*** | **Date** |  |  |
| **Signed** |  | ***Mentor/ DoR*** | **Date** |  |  |