PANMURE HOUSE PRIZE – SUBMISSION GUIDANCE

KEY DATES

Applications open	Monday 23 February 2026
Applications close	Tuesday 28 April 17:00 2026 (BST)
Shortlisted applicants notified	September 2026
Winner announced	November 2026

SUBMISSION CRITERIA

The Prize is **open to academics from all disciplines**, at any career stage, whose research aligns with the Prize focus.

We particularly encourage applications from:
- **Early-career researchers** (defined as 3–15 years post-PhD)
- Researchers exploring **long-term funding models for innovation**
- **Interdisciplinary** scholars

Eligibility requirements
- Applicants must be **affiliated with an academic institution**
- Applications must be **institutionally endorsed**
- Researchers affiliated with **Heriot-Watt University are not eligible**

INSTITUTIONAL SUPPORT & APPROVALS

All applications must be endorsed by a **relevant institutional authority**, such as:

- Head of Department
- Head of School
- Dean
- Head of Research (or equivalent)

A **written reference of support** from this authority is required at submission.

IF SHORTLISTED

- Your institution must agree to the **Prize Award Terms & Conditions** and **Communications Appendix**
- Delays in institutional approval may prevent progression to the shortlist

Applicants must provide contact details for:
- One senior university administrator authorised to agree to legal terms
- One alternate administrator of similar seniority
- One senior communications colleague

We strongly recommend sharing the Terms & Conditions with your institution **before applying**.

WHAT TO SUBMIT

All applications must be submitted via the **Panmure House Prize** submission form Followed by submitting your documents to this confidential fileshare

A submission checklist is available here.

You will need:

- To complete the online submission form
- **PDF CV** (narrative CVs encouraged, e.g. R4RI format)
- **PDF of at least one but up to three key publications**
- **PDF written reference** from an institutional authority

You will be asked to provide:
- Personal and institutional details
- Confirmation of academic affiliation
- Details of up to three key peer-reviewed publications
- Institutional contact information
- Responses to questions on originality, impact, interdisciplinarity, and innovation
- Confirmation of institutional approval
- Consent for data storage in line with the Privacy Policy

Please note:
- Submissions must be in **English**
- Only **PDF files** are accepted (no Word, JPEG, etc.)
- Applications **cannot be edited** after submission
- Late or incomplete submissions cannot be accepted
- Depending on your institution the submission form **may not save progress,** so you may need to be prepared to submit in one sitting

SCORING CRITERIA

Submissions will be scored on the following criteria:

1. **Originality of the research and relevance to long-term thinking and innovation**
2. **Practical application and societal impact**

3. **Interdisciplinary influence**
4. **Potential for ongoing research**

IMPORTANT INFORMATION BEFORE YOU BEGIN

The submission form for the **Panmure House Prize** is submitted in MS Forms, with document upload to Dropbox, and ideally should be completed and submitted **in one session**. If you are not signed into a Microsoft account, or your institution has restrictions on MS Forms, closing the form will cause loss of data. We strongly recommend preparing all long-answer responses in a separate document and then pasting them into the form.

Single Submission Only

Only one application is allowed per researcher. Applicants should **submit the form once**. This must be completed before the submission deadline.

Information You Will be Asked to Provide

Applicant Details
- Title, name, institution, job title
- Email address
- Country of residence
- Confirmation of academic affiliation
- ORCID iD / professional profile link

Institutional Support
- Confirmation you are affiliated with an institution, and you have discussed and have approval for your submission.
- Contact details for **three senior institutional representatives**:
    o Senior university administrator who can agree legal terms
    o Alternate senior administrator
    o Senior communications colleague

Criteria Specific Questions

Responses to specific criteria questions are limited to **approximately 300 words (max 2,000 characters)**. The form will prevent entries that exceed the character limit.

- Why do you think that your research qualifies for the Panmure House Prize? How original do you believe your research contribution to be?
- What do you believe to be the practical application of your research?
- The Prize is given in the spirit of Adam Smith and his interdisciplinary approach. How influential is this research both in your field and across other fields?
- How do you aim to provide an innovative contribution to ongoing research?

Career & Research Document Submission- Via Dropbox Link

After completing the MS Forms submission, you should then proceed to the secure, confidential file-upload area. You may upload multiple files, in **PDF format** only. All uploaded files must have **unique filenames**. We recommend Firstname_Lastname_{file} for example CV, Reference, Research1, Research2, Research3. Dropbox may block duplicate filenames.
- Your Curriculum Vitae (narrative CVs such as Research and Innovation (R4RI) template are strongly encouraged)

- A written reference of support from a relevant authority in your institution.
- Up to three, but at least one key publication including title, DOI, publisher, year and link

AFTER SUBMISSION

You will receive an automated on-screen acknowledgement upon submitting your application.

If you do not receive confirmation, or are unsure your application has been received, please contact us via email: panmurehouse@hw.ac.uk

Shortlisted applicants will be notified in or before **September 2026**.