



Arts and
Humanities
Research Council

Equality, Diversity & Inclusion Engagement Fellowships Pilot

FAQ Document

Can we recruit a new member of staff to work on the project?

Yes, it would be fine to employ somebody for the project, but it would be necessary to factor in the capacity-building aspect of the call, taking into account how the employment of the individual would benefit their career, the institutional capacity or the discipline they are working within.

How many hours should the PI work (as they can't claim salary costs)?

We envisaged that the Fellow would have a management or oversight role, with the workload shared with 'junior colleagues' or community partners, whose time can be costed. It would be fine for the Fellow to commit more time than this if the Research Organisation can commit to buying out their time.

Can we include a Co-PI?

It is not possible to include two PIs on the Je-S application form itself, but it would be possible to pick a nominal PI and then to make it clear in the application that this would be an equal collaboration between two Fellows.

Are Project Partners mandatory?

No.

Do we need to include a Workplan?

No, but the main application should articulate what form the programme of engagement is going to take. Upload a blank document if Je-S requires.

Do we need to include a Publication List?

No, upload a blank document if Je-S requires. Please note that CVs may include selected outputs, publications or engagement activities that are relevant to the Fellowship.

The estates/indirect section of the Je-S form is mandatory – what should we do?

Input a value of 0. Estates and Indirect costs are ineligible for this call.

How should we include members of staff?

All members of staff, other than the PI, are to be included under the 'Exceptions' cost heading.

***NB:** Please note that **no staff costs should be included for the PI** in the Je-S form. In the Investigator section, 'Total number of hours to be **charged** to the grant over the duration of the grant' should be entered as zero for the PI. The Je-S form requires a figure higher than zero in the 'Starting Salary' field, but the 'Total Cost' field should be entered as zero to provide an overall salary rate of zero in this section. All other salary fields for the PI should also be entered as zero.*

How should we input T&S costings on the Je-S form?

All costs should be included under the 'Exceptions' cost heading as specified in the Call guidance document.

How does AHRC define 'researcher'?

Members of staff listed as researchers (or Research Assistants) must be of postdoctoral standing, meaning that they either possess a PhD or have the equivalent research experience. The responsibilities of the post should be commensurate with the level of experience and skills of the proposed researcher, and costs should be directly related to the actual time the researcher will spend working on the project.

Please note that these Fellowships are inherently impact-focussed and cannot be used to conduct substantial new research. Therefore, if members of staff are working to set up engagement activities etc it may be more appropriate to list them under the 'Other DI' costs section rather than in the 'Researcher' section of the Je-S form.

In the context of COVID-19, is there a risk that this scheme enforces 'ableist' activities and may discriminate against researchers that are unable to commit to 'standard' methods of engagement?

AHRC are aware of the impact of COVID-19 on 'high-risk' or shielding researchers, partners and stakeholders. The assessment panel will be briefed to be aware of this and be open to alternative and innovative modes of engagement to ensure that the Fellowship opportunity does not discriminate against those that are most at risk from the pandemic.